In Attendance: Dean N. John Cooper (Chair); Associate Deans Patricia Beeson and James F. Knapp (Vice Chair); Professors Joseph Adjaye, Joseph Alter, Daniel Berkowitz, John Beverley, Nancy Condee, Linda Jen-Jacobson, Delanie Jenkins, Stephen Meriney, and Franklin Toker; Mr. Richard Clarke

Not Attending: Associate Dean Steven Husted; Assistant Dean Michelle L. Amato; Professors Barry Ames, Carson Chow, and Rami Melhem; Ms. Tiffany Turner

1. Minutes of the Meeting Held on December 5, 2003

Dean Cooper requested that members review the revised draft of the minutes of the previous meeting. It was moved and seconded that the minutes of the meeting of A&S Council held on December 5, 2003 be approved. The motion was carried by unanimous vote.

2. Dean’s Report

Dean Cooper made the following announcements:

a. Patricia Beeson, Associate Dean for Undergraduate Studies in Arts and Sciences (A&S), will become the University’s new Vice Provost for Graduate Studies effective May 1, 2004. Associate Dean Beeson will replace Dr. Elizabeth Baranger who is retiring from the position effective June 30, 2004.

b. James Sismour, A&S Executive Director for Development, has accepted a position as the chief development officer at Children's Hospital Foundation. Jim has done a great job since the fall of 1998, and has built the major gift team responsible for over $57 million in gifts and commitments to date in support of Arts and Sciences within the Capital Campaign. He leaves us on track for our goal of $100 million by the end of Phase II. Jim's last day will be January 30, and we wish him the best of luck in his new capacity. Associate Vice Chancellor for University Development David Dalessandro will serve as Interim Executive Director while we search for Jim's successor.

c. The Andrew W. Mellon Foundation has named Robert B. Brandom, University of Pittsburgh Distinguished Service Professor of Philosophy, recipient of a Mellon Distinguished Achievement Award in “recognition of his exemplary contributions to humanistic scholarship.” The award is one of the largest grants worldwide given to recognize individual academic achievement. Only four candidates were chosen this year to receive the award, which was established in 2001 and provides funds of up to $1.5 million each.

d. Daniel Mossé, associate professor in Computer Science, and Chair Rami Melhem are co-principal investigators for a recently awarded $2.8 million NSF grant for an Emergency Management system called S-CITI (Secure Critical Information Technology Infrastructure). S-CITI will be the first system of its kind to simultaneously integrate data from multiple sources and will allow emergency managers in Allegheny County to make timely and better planned responses. S-CITI will integrate incoming real-time data from cameras and sensors and signal when data deviates from normal activity.
3. Replacement of Associate Dean Beeson: Names and Processes

Dean Cooper reminded A&S Council that they have an important role in the selection of a replacement for Associate Dean Beeson. This process requires the Dean to consult widely amongst the faculty and to solicit nominations for the new Associate Dean. To begin this process, Dean Cooper has sent a memo to the Department Chairs advising them of this change and asking for nominations. Following the receipt of nominations, the Dean will make a recommendation to A&S Council, and subject to their endorsement, he will make a recommendation to the Provost regarding a new appointment.

Dean Cooper said that the position of Associate Dean for Undergraduate Studies is a critical position which carries a number of statutory responsibilities as well as customary responsibilities including the academic support structure for undergraduate students across campus. He pointed out that Associate Dean Beeson has made that component of the job much more manageable, and outlined some of the changes and improvements that have occurred within the Advising Center and Academic Support Center services, and in recruitment and admissions practices. The Associate Dean for Undergraduate Studies also coordinates with the Dean and the other Associate Deans in planning and discussion. Dean Cooper said that he would send electronically to members of the A&S Council the description of the Associate Dean position that was sent to Department Chairs. (Note: In constructing the Minutes the Dean was reminded that he had already done this on December 17, 2003.)

4. A&S Representation on Provost Area PBC

Dean Cooper said that he had received a memo from the Provost regarding A&S representation on the Provost’s PBC, which should include three elected faculty members who are also on the A&S PBC. In order to facilitate consistency in this representation, Dean Cooper proposed that a recommendation be made to the A&S PBC that the three directly elected faculty members of the A&S PBC be automatically elected as A&S delegates to the Provost’s PBC. Members of the A&S Council approved this proposal.

5. Report from A&S Undergraduate Council

Associate Dean Beeson reported that since the last meeting of the A&S Council, the A&S Undergraduate Council has met twice. Courses in Africana Studies, Biological Sciences, Mathematics, English Literature, Geology, and Philosophy were reviewed and approved. One new course in English Literature which represents a new way of teaching had generated a lot of discussion in A&S Undergraduate Council. This course includes eight lectures by various faculty members as well as eight lectures by the course coordinator; graduate students will conduct discussion sessions on critical analysis. Associate Dean Beeson said that several courses were discussed and approved as meeting specific General Education Requirements. These include courses in Africana Studies, English Literature, Freshman Studies, Geology, Italian, Philosophy, and Sociology. Associate Dean Beeson explained that existing courses can be submitted for inclusion as General Education Requirement courses. She said that courses are rejected primarily when they are too narrow, since General Education Requirement courses should be a general, broad-based introduction to the discipline. Subsequent to the A&S Undergraduate Council meeting, it was discovered that the Sociology course in Social Data Analysis was not an active approved course, and so approval of that course as a General Education Requirement was revoked. It was moved that the A&S Council approve the removal of the Social Data Analysis course from the approved list. The motion was carried.

Associate Dean Beeson said that the Foreign Language Requirement would be discussed at this month’s A&S Undergraduate Council meeting. She outlined the formation and activities, subsequent to the 2002 A&S faculty vote on the curriculum review proposal, of the ad hoc committee to review the Foreign Language Requirement. The report from the ad hoc committee was presented to A&S Undergraduate Council last fall, and discussions are continuing. Associate Dean Beeson said that she expected that recommendations would be forwarded to the A&S Council by the end of this term. She pointed out that if there is a recommendation to make changes in the Foreign Language Requirement, these changes will have to be approved by the A&S Undergraduate Council, then the A&S Council, and then presented for approval by ballot of the A&S faculty. It was moved that Associate Dean Beeson’s report be accepted. The motion was carried, and the report was accepted.

6. Report from A&S Graduate Council

Dean Cooper said that there was no report from the A&S Graduate Council as Associate Dean Steven Husted was unexpectedly called out of town.

7. Update on OIS/Visas and H1B Quotas

Dean Cooper distributed the current list of OIS advisors and their areas of responsibility, and described changes made in OIS practices. He then outlined the situation regarding H1B visas and recent changes in processing visa applications for both faculty and stu-
students. Dean Cooper pointed out that increased fees, increased security requirements, and increased restrictions on entry to the USA by citizens of certain countries have combined to create more delays in the visa process, so that OIS has set a June 1 deadline for receipt of applications for incoming graduate students. Visas from restricted areas may take as long as six months. Dean Cooper said that the Director of OIS was doing a great job in communicating with the university community regarding changes as they occur.

8. Other Business

There being no further business, the meeting was closed at 11:30 a.m.

A&S COUNCIL MEETING MINUTES
WEDNESDAY, FEBRUARY 18, 2004 - 2:00 P.M.

In Attendance: Associate Deans Steven Husted and James F. Knapp (Vice Chair); Professors Joseph Adjaye, Joseph Alter, Barry Ames, Daniel Berkowitz, Linda Jen-Jacobson, Rami Melhem, and Stephen Meriney; Mr. Richard Clarke and Ms. Tiffany Turner

Not Attending: Dean N. John Cooper (Chair); Associate Dean Patricia Beeson; Assistant Dean Michelle L. Amato; Professors John Beverley, Carson Chow, Nancy Condee, Delanie Jenkins, and Franklin Toker

1. Minutes of the Meeting Held on January 16, 2004

In the absence of Dean Cooper, the meeting was chaired by Associate Dean James F. Knapp (Vice Chair). The minutes of the previous meeting were reviewed. It was moved and seconded that the minutes of the meeting of A&S Council held on January 16, 2004 be approved as circulated. The motion was carried by unanimous vote.

2. Dean’s Report

Associate Dean Knapp said that there was a lot of good news to share and outlined the following:

a. The Chancellor’s awards for this year have been announced. Honorees from Arts and Sciences are:

   TEACHING AWARD: Paul J. Kameen, an associate professor in the Department of English in Pitt’s School of Arts and Sciences, is being recognized for 23 years of teaching excellence, during which he worked “to support and improve writing across the undergraduate curriculum” by engaging students through productive discussions. Kameen teaches the freshman composition course, where he helps nurture the skills necessary for students “to embrace the intellectual work of the University.” In addition to working with undergraduates, he has written an award-winning textbook on the teaching of writing, and he also mentors teaching assistants and part-time faculty.

   SENIOR RESEARCH AWARD: Kathleen Blee, a professor in the Department of Sociology in Pitt’s School of Arts and Sciences, is being honored for her research on racist and extremist politics that has been praised for its “methodological rigor, meticulous historical scholarship, and rigorous empirical field research.” The “sheer courage” that she has brought to “what must have been agonizing and often dangerous work” produced the book *Women of the Klan: Racism and Gender in the 1920s* (University of California Press, 1991), as well as the book *Inside Organized Racism: Women in the Hate Movement* (University of California Press, 2002). The latter received full-page coverage in *The New York Times*, a rare phenomenon for a scholarly book and indicative of its academic and popular acclaim.

   JUNIOR RESEARCH AWARD: Included in the honorees in the Junior Scholar category is Jeremy Levy, an associate professor in the Department of Physics and Astronomy in Pitt’s School of Arts and Sciences, who is being honored for his “dramatic work in the fields of nanoscience and quantum information,” which has contributed to the University’s international reputation in these fields. Levy’s research “brings quantum computation one step closer to reality.”

b. STAFF AWARDS: Winners of the newly expanded annual Chancellor’s awards of excellence for staff were announced in January. This year for the first time two awards were offered, one for excellence in service to the community and one for excellence in service to the University. The service awards, open to all classified and union full- and part-time staff members who have been employed at the University for at least five years, are the highest awards that Pitt grants to staff members.

The new community service excellence award honors staff members for dedication and effort to improve the quality of life for others, and Karen F. Ianni, Administrator in the Department of Psychology, was one of the winners of this new award. Karen began her career at Pitt in 1977 as a secretary/receptionist in the Department of Psy-
c. Researchers at the University of Pittsburgh and Pittsburgh Supercomputing Center are developing a software tool, called SUMS, that will quantify and analyze programmer time in next-generation supercomputing. As part of a national effort to boost the power of supercomputers a thousand-fold by 2010, researchers at the Pittsburgh Supercomputing Center (PSC) and the University of Pittsburgh are collaborating to define and measure supercomputer productivity. The team, led by Rami Melhem, chair of the University of Pittsburgh Computer Science Department, will develop tools to account for the human time involved in writing, debugging and optimizing software. Accounting for programmer time will allow computer scientists to make more rational, broad-based decisions about the best design approaches for new, more powerful hardware architectures. IBM has provided $900,000 to the University of Pittsburgh Computer Science Department as part of a three-year effort called PERCS (Productive, Easy-to-use, Reliable Computing System) to rethink the design of supercomputers; a major portion of this funding supports the Pitt-PSC collaboration.

d. On January 29, 2004, Thomas Hales, Pitt professor of discrete geometry in the Department of Mathematics, gave a lecture titled “Automated Theorem Proving in Geometry.” This lecture marked his formal installation as the Andrew Mellon Professor of Mathematics in the Pitt School of Arts and Sciences. Hales is known for developing a computer aided approach that has now been accepted as a proof of the mathematical problem called the Kepler Conjecture, a problem in solid geometry that had been open since 1611.

e. The Global Studies program at the University Center for International Studies (UCIS) has announced the winners of the 2004 Global Academic Partnership (GAP) program grants. GAP is designed to strengthen interdisciplinary research and curriculum development in global issues while enhancing the international scholarly ties and profile of the University. Specifically, the program supports interdisciplinary international research conferences or workshops that result in publications and curricular enhancements pertaining to one of the six foci of the global studies program at UCIS. The award is co-sponsored by the Office of the Provost. The winners include:

- A group led by Donna Gabaccia, Mellon Professor of History; Giuseppina Mechlia, Assistant Professor of French and Italian, and Paula Kane, Marous Chair of Religious Studies, for the project: “Love of Country: Intimacy and Nation in Italy’s Migrations,” a project which focuses on the 25 million persons who left Italy as migrants to live and work on four continents. An international research team including partners from the University of Toronto and the University of Western Australia will explore the relationship between human mobility, private behavior and the acquisition of national identities. The research will culminate in a conference at Pitt in April 2005.

- A team led by Shalini Puri, Associate Professor of English, Marcus Rediker, Professor of History, and Joseph Alter, Professor of Anthropology, for the project: “Comparative Postcolonialities: Aesthetics, History, Locality.”

f. Because of the success of his research, Assistant Professor Michael Ramsey was recently appointed a full member of the ASTER science team and received a $600,000 grant from NASA to help automate communication between existing volcano monitoring systems. Ramsey used the Advanced Spaceborne Thermal Emission and Reflection Radiometer (ASTER), an imaging instrument aboard NASA’s satellite Terra, to examine rock composition. Currently, weather satellites that monitor Aleutian Arc volcanoes are operated by the Alaska Volcano Observatory and ASTER is controlled by NASA. If the two are programmed to work together, emergency data can...
be taken more efficiently and could improve preparations for disasters. Ramsey, director of Pitt's Image Visualization and Infrared Spectroscopy laboratory in the Department of Geology and Planetary Science, presented his findings at the December meeting of the American Geophysical Union.

3. NRC Assessment

Associate Dean Steven Husted referred to a letter from the National Academy of Science who conducts the NRC assessment project, which stated that the NRC has received many enquiries regarding definitions, categories, and procedures. The NRC has therefore decided to redefine the categories and to postpone the Data collection process to July 2005. Associate Dean Husted said that the A&S Graduate Council would be reviewing departmental Web sites again within the next twelve months to ensure that the Arts and Sciences are well positioned to advertise online.

4. Approval of Spring Full Faculty Meeting and Agenda

Associate Dean Knapp advised Council that there were three proposed dates for the Spring Full Faculty Meeting. After consideration of the possible dates, it was proposed that the meeting be held on Monday, April 12, 2004, from 3:30 p.m. to 5:00 p.m. The motion was carried unanimously. Associate Dean Knapp presented the draft agenda for the full faculty meeting. The proposed agenda was approved.

5. Report from A&S Undergraduate Council

As Associate Dean Patricia Beeson was unable to attend this meeting, the report from the A&S Undergraduate Council was deferred to the next meeting.

6. Report from A&S Graduate Council

a. Associate Dean Steven Husted reported that at the last A&S Graduate Council meeting, the main item on the agenda was a presentation by faculty and graduate students from the English, Neuroscience, and History departments regarding their participation in the Carnegie Foundation's Initiative on the Doctorate. This initiative requires the departments to consider the nature of the doctorate program as it currently exists and to consider ways of improving doctoral training in those areas. These disciplines were chosen in part because they have a large interdisciplinary or multidisciplinary component. The departments were asked to think seriously about current practices and how improvements could be made in the methods of training students for today's job market. This initiative is a multi-year process, and the Carnegie Foundation will also work with professional societies in its efforts to study doctoral programs. There was some discussion about the aims of this initiative.

b. Associate Dean Husted said that the A&S Graduate Council is currently involved in the annual reviews of TA Training; departments being reviewed this year are Sociology, History, and History and Philosophy of Science. He said that the evaluation of HPS has been completed, and that the materials used by HPS for TA training are excellent and exemplify best practices in this area.

c. It was also noted that the A&S Graduate Council will again be reviewing the departmental Web sites, with particular attention to information regarding graduate programs. Associate Dean Husted pointed out that this is something that external evaluators as part of the NRC process will be looking at as well. He said that in the last two years, A&S has received 6500 graduate applications online, which indicates that many prospective students have reviewed the online representations of the departments.

7. Other Business

There was a question regarding representation from the A&S PBC on the Provost's PBC which was discussed at the previous A&S Council meeting. Associate Dean Knapp said that Dean Cooper has discussed this matter with the Provost, and will present a report at a later date.

There being no further business, the meeting was closed at 2:35 p.m.
on February 18, 2004. It was moved and seconded that
the minutes be approved as circulated. The motion
was carried by unanimous vote.

2. Dean’s Announcements

Dean Cooper made the following announcements:

a. Four faculty members were named winners of the
2004 Tina and David Bellet Arts and Sciences
Teaching Excellence Awards. This year’s win-
ers are: Ericka Cederstrom-Huston, Lecturer, Depar-
tment of Chemistry; Geeta Kothari, Senior
Lecturer, Department of English; Marla Ripoll,
Assistant Professor, Department of Economics;
and Peter Simonson, Assistant Professor, Depar-
tment of Communication. Winners were recog-
nized at the annual dinner and awards ceremony
which took place on Saturday, April 3, 2004. Dean
Cooper reported that the ceremony was enhanced
by the showing of edited video clips of the award
winners in classrooms and of students respond-
ing to their teaching. These annual teaching
awards, established in 1998 with a generous
donation from the Bellet family, recognize out-
standing and innovative undergraduate teaching
in Arts and Sciences. The Bellet awards committee
evaluates teaching skills as evidenced by student-
teaching and peer evaluations, student testimoni-
als and dossiers submitted by nominees. Each
award recipient receives a cash prize of $2,000
and a grant of $3,000 in support of his or her
teaching.

b. The University of Pittsburgh's commencement on
April 25, 2004 will be favored by the attendance of
Nobel Laureate and Pitt doctoral alumnus Paul C.
Lauterbur, who will deliver the commencement
address, titled “The Road to Pittsburgh and
Beyond.” Lauterbur is a member of the National
Academy of Sciences and was recognized as a dis-
tinguished alumnus by Pitt's Department of
Chemistry in 2000.

c. University of Pittsburgh Honors College juniors
Jocelyn Horner, a double major in Urban Studies
and Sociology, and Clare S. Sierawski, a triple
major in Environmental Studies, Political Science,
and East Asian Languages and Literatures, have
been named 2004 Truman Scholarship winners
for their outstanding academic and leadership
abilities. This year, only three public universities
won more than one Truman Scholarship, with
Pitt, the University of Georgia, and the University
of North Carolina-Chapel Hill each winning two.
Among all American institutions of higher
education, public and private, only seven schools
won two Truman Scholarships, and Harvard
University was the only school to win three
Truman Scholarships. In all, 77 scholars were
selected from 67 U.S. institutions of higher
learning. Horner and Sierawski, two of 221
finalists from 146 institutions across the country,
are Pitt’s seventh and eighth Truman winners.
Three Pitt students were among the nine from
Pennsylvania selected as finalists this year.

3. Report from A&S Undergraduate Council

Associate Dean Patricia Beeson made the following
report:

a. On Tuesday, April 6, 2004, Eric Mazur presented
the first teaching excellence lecture to a group of
about 125 teachers and graduate students.

b. In the Fall Term 05-1, Arts and Sciences will be
piloting new learning communities for freshmen.
This will be a small-scale experiment in grouping
students in small academic communities of 19-20;
groups will be based on common course enrol-
ments and study groups. It is planned to organize
six communities in AY 2005, with a view to even-
ually involve at least 50 percent of undergradu-
ate students.

c. In its last meeting, the A&S Undergraduate Coun-
cil considered a request from CGS that the CGS
minors be accepted as fulfilling the related area
requirement. This request was rejected by A&S-
UC. Courses were approved in Linguistics,
French and Italian Languages and Literatures,
and Religious Studies. The A&S Undergraduate
Council has also been discussing the foreign lan-
guages requirement, and will be writing its pro-
posal in the Council’s April meeting.

Dean Cooper asked for a motion to accept Associate
Dean Beeson’s report. All were in favor of the motion.

4. Report from A&S Graduate Council

Associate Dean Steven Husted presented a report on
the activities of the A&S Graduate Council as follows:

a. The joint Computer Science/Engineering pro-
gram has been approved by UCGS.

b. Reports were completed on TA training in three
departments—History, HPS, and Sociology. All
three reports were very positive.

c. A&S Graduate Council has recommen
ded a review of departmental Web pages for content
and a variety of aspects designed to help recruit-
ing; about one-third of the Web sites have been
reviewed. A&S Graduate Council plans to complete this review in the fall term and a report with recommendations will be sent to each department.

Dean Cooper asked for a motion to accept Associate Dean Beeson’s report. All were in favor of the motion.

5. Nomination of Associate Professor Regina Schulte-Ladbeck as Associate Dean for Undergraduate Studies

Dean Cooper distributed copies of the curriculum vitae of Dr. Regina Schulte-Ladbeck, Associate Professor of Physics and Astronomy and candidate for the position of Associate Dean for Undergraduate Studies. Dean Cooper reminded the members of A&S Council of the procedure required by the Bylaws and reported on his implementation of the procedure. He said that he had consulted widely with department chairs and faculty, and had decided to recommend Professor Schulte-Ladbeck for this appointment. The appointment would be for a three-year term, and is renewable. The Dean nominates a candidate for consideration by A&S Council, and it is the prerogative of A&SC to accept or decline that nomination as it chooses.

Dean Cooper introduced Professor Schulte-Ladbeck to Council and briefly commented on her past and current involvement at the University of Pittsburgh. He said that Regina is exemplary of someone who takes her expertise at the cutting edge of knowledge and translates it to as many as 400 undergraduate students at once. Regina has been very engaged with the undergraduate program at the departmental level since 1989, and is also a member of A&S Undergraduate Council. She was one of the members of the A&S curriculum review committee and has been involved with student advising and student services.

Professor Schulte-Ladbeck outlined her views on this position, and her goals should she be appointed to the position of Associate Dean for Undergraduate Studies. After some discussion, Dean Cooper asked Professor Schulte-Ladbeck to withdraw from the meeting, and then asked the A&S Council members to vote on this nomination. A motion to accept the nomination of Professor Schulte-Ladbeck was presented and was accepted unanimously. The candidate rejoined the meeting and was advised of their decision. Dean Cooper congratulated Professor Schulte-Ladbeck on this recommendation.

6. Other Business

There being no further business, the meeting was closed at 3:25 p.m.
averages are not very meaningful. In response to a question regarding undergraduate QPA scores, Dean Cooper suggested that there was no meaningful way to convert foreign QPA scores into equivalent U.S. scores.

There was some discussion regarding a possible correlation between increases in sponsored research funding and changes in graduate student enrolments. It was noted that a decrease in graduate student enrollment in the last ten years was in part a result of a reduction in faculty. Duration of fellowships was also a limiting factor.

The problem of Web site design and maintenance was discussed. Associate Dean Howe said that some of the Computer Science classes would be working on departmental Web sites to assist the departments with Web design. Associate Dean Husted said that the A&S Graduate council conducted an extensive review of departmental Web pages, and would be conducting some follow-up reviews.

Dean Cooper said that the draft sections of the Planning Document would be revised according to this meeting’s discussions, and he hoped to have the document ready for final approval by the next meeting of the A&S PBC on March 4, 2004. He asked members of the Committee to keep the March 11, 2004 date on their calendars, however, until it was clear that the March 11 meeting was not needed.

3. Other Business

Associate Dean Steven Husted announced that Jason Morris, student member of the PBC, had been awarded a Mellon Fellowship.

There being no further business, the meeting was closed at 9:54 a.m.
next meeting. Resources received from the Provost’s Office over the last few years have been phenomenal.

4. Web Pages

Re-review Anthropology: There still was no direct link to Human Evolutionary Biology. Current graduate research and current MA and Dissertation theses is a great part of the site, something that needs to be suggested to other departments. Council recommends that departments have links to affiliated faculty. Suggest to Anthropology to add metatags to site.

The remainder of the Web pages will be discussed next meeting along with the new list.

A&S GRADUATE COUNCIL MEETING MINUTES
APRIL 13, 2004


1. Guest Carol Washburn from CIDDE was invited to the meeting to discuss the content and structure of the FACDEV 2200 course.

Council commented on their conversations with students regarding the course: Council noted that students felt the course prepared them for teaching, and international students appreciated the way the course taught them about U.S. grading system. Some students considered the course a lot of work for (in some cases) only one credit. Many felt a more flexible course structure would enable them to focus on those areas that would be most beneficial to their development as teachers.

Washburn responded that CIDDE had given thought to dividing the class into modules to lessen the workload. One structure that had been considered would mean that the first eight weeks would stay the same, but the second would give the option of choosing between two or three topics modules. CIDDE was unsure of what to cut out of the course because the capstone ties everything together at the end. CIDDE will take the next few months to think about alternative approaches and report back to the Council in the fall.

2. Minutes from March 16 meeting were reviewed and unanimously approved.

3. Department Responses to Subcommittee’s TA/TF Reviews

History was unable to meet the deadline but expects to e-mail a response next week.

HPS was not asked to respond, since the report was so positive.

Sociology has not responded yet, but the Chair is preparing a response.

4. Review of Department Web Pages

Council discussed the “Characteristics of Graduate School Web Sites,” an article that had appeared in the most recent NAGAP newsletter. It was noted that glamorous Web pages were not popular, and students looked more for content, the ease in retrieving information and information being updated, no dead links. These are all points that the Council had considered during its first review of departmental Web pages. In addition, Council reaffirmed other features it felt were important in good page design: departments should use keywords (metatags) on the first page of source text, and students should be encouraged to have a Web page.

For the departments of Biological Sciences, Chemistry, Economics, History, HPS, HAA, Philosophy, Physics, and Psychology, the Council, in addition to the above, gave a summary of suggestions to be considered as they apply:

• If cost of living examples are given they should be updated maybe using fortuneteller.com.

• Update financial support information (i.e. TA Salaries). Also if page is not updated frequently do not advertise when it was last updated.

• Pictures of students should have information regarding that student. Indicate what students are doing now. Also update faculty links and make sure they work.

• Admission information should be well placed and very visible. Get rid of dead space.

• Contact information should be on the first page, and pages should not be too lengthy, making scrolling cumbersome.

5. Dean’s Announcements

Associate Dean Husted thanked everyone for their help and support and a farewell to those members who would not be returning next year. He also wished everyone a wonderful summer.

6. No New Business
Attended: Associate Dean Patricia Beeson and Assistant Dean Bonnie Battle; Student Representatives: Josh Taylor and Felix Yerace; Faculty Members: John Marx, Diana Mériz, Clark Muenzer, Vittorio Paolone, and Alberta Sbragia

Patricia Beeson distributed a summary of the Foreign Language Committee Report and A&S Undergraduate Council’s discussions from last fall term. Additional information on requirements at comparison schools along with Council’s suggestions was included in this summary.

Announcement:

Patricia Beeson indicated that the number of high school students who have accepted admission for the fall is the same as last year at this time but the percentage is lower because we have admitted more at this date than last year. Some students who have been offered admission maybe waiting for admission results of those schools that do not mail out decisions until April. After that date we should see a jump in acceptances. There is a shift in policy to take in more freshmen than transfers. Of those admitted the SATs are up 20 points and 85 percent are in the top 20 percent.

Approved Changes in Minors and Majors:

Studio Arts Minor: The minor will still require 15 credits and the four Foundation-level courses in Design, Drawing, Painting and Sculpture, but instead of a 1000-level Studio Arts Course, students will now have to take a History of Art or Architecture course (any level).

English Literature Major: The major will now require both Englit 0500: Introduction in Critical Reading and Englit 0505: Lectures in Literature. Englit 0505 will replace one of the period courses that are organized into three groups. Students are still required to take one period course from each group. All other requirements will remain the same.

Physics Major: Presently students pursuing a BS degree in one of the Physics and Astronomy majors are required to take four terms of Phys 0167: Undergraduate Seminar (zero credits). The department has redeveloped the seminar in a way that the students become more active seminar speakers in the course. The Undergraduate Seminar will be a one-credit course and will serve as a capstone experience for all majors. Majors must take three terms of seminar in their junior and senior year. This means that the total number of credits for the majors in BS in Physics, BS in Physics and Astronomy, Physics Honors, and Physics and Astronomy Honors will increase by three credits.

Approved Courses:

- KOREAN 0346: Korean 0006
- RELGST 0105: Religions of the West
- RELGST 0215: Ethics in the Jewish Tradition
- RELGST 1648: Gender and the Jewish Tradition

Approved Courses:

- ENGCMP 1400: Grant and Proposal Writing
- ENGCMP 1410: Advanced Research Writing & Documentary Writing
- ENGCMP 1902: Independent Study in Public and Professional Writing
- HIST 1622: Immigration and American Diversity
- ITAL 1092: Capstone Course in Italian Translation

Course Approved to Meet Disciplinary Approaches to General Education Requirement:

- RELGST 0105: Religions of the West (International/Foreign Culture: Comparative requirement)

Majors and Minors:

Lee Weinberg, GSPIA Undergraduate Division Director, proposed a change in the Arts and Sciences policy to allow the approved minors in Administration of Justice, Legal Studies or Public Service count as the required “Related Area” (Not Approved)

Linguistics Major: Alan Juffs, Chair of the Department of Linguistics, presented the proposed changes voted on by
the department. The proposed changes would increase the number of credits from 24 to 30, would drop the four semesters or equivalent of a foreign language (not the one semester of non Romance, Germanic, Slavic or Greek language) and add a course in methodology used in linguistic research and a capstone course. There was some concern about dropping the foreign language. The proposal was not approved at this time. One of two courses that would be required are presently graduate courses. Council asked that new undergraduate courses be submitted in the areas of research and field methods in linguistics.

**Slavic Studies Major:** Jane Harris presented a proposal for a major in Slavic Studies. There were some discrepancies on the number of credits that would be required between the language, literature and film credits. Not approved at this time. Will ask to resubmit.

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**A&S UNDERGRADUATE COUNCIL MEETING MINUTES**
**APRIL 21, 2004**

**Attended:** Associate Dean Patricia Beeson and Assistant Dean Bonnie Battle; Faculty Members: John Marx, Diana Meriz, Clark Muenzer, Alexander Orbach, Vittorio Paolone, Craig Peebles, and Alberta Sbragia; Guests: Irene Frieze and Carol Stabile

**Announcements:**

Patricia Beeson handed out the *Strategic Plan for FY 2005–Steps for Success* to Council Members.

May 1 is an important date for admissions of students into the School. This is when we get 40 percent of our paid admits.

Council was informed that Regina Schulte-Ladbeck would be the new Associate Dean for Undergraduate Studies.

**Changes in Women’s Studies Certificate:**

The certificate will include two new core courses, three elective courses from two different departments (same as before), and one of the new 1000-level courses developed for the program. A committee was put together to re-evaluate the certificate that has not been changed for probably 20 years. Women’s issues have changed over these years as well as the discipline. The changes that have been made will give more structure to the certificate. *(Approved)*

**Approved New Courses:**

- HIST 1050: Intellectuals and Politics in 20th Century Europe
- HIST 1761: Contemporary Islam
- PHYS 0200: Introduction to Physics Teaching
- WOMNST 0100: Introduction to Women’s Studies
- WOMNST 0500: Introduction to Feminist Theory

**Course Approved to Meet Disciplinary Approaches to General Education Requirements:**

- HIST 1050: Intellectuals and Politics in 20th Century Europe (History and International/Foreign Culture: Regional requirements)

**Foreign Language Requirements:**

Council unanimously approved the draft memo on the Foreign Language Requirement presented by Patricia Beeson. Minor changes were made in several parts of this draft.
### FACULTY PERSONNEL ACTIONS

#### APPOINTMENTS

**AFRICANA STUDIES**
- Cecil Blake  
  Associate Professor w/tenure  
  September 1, 2004

**ANTHROPOLOGY**
- Jennifer Cash  
  Visiting Assistant Professor  
  September 1, 2004
- Blenda Femenías  
  Visiting Assistant Professor  
  September 1, 2004
- Margaret Judd  
  Assistant Professor  
  September 1, 2004

**BIOLOGICAL SCIENCES**
- Deborah Jacobs-Sera  
  Visiting Instructor  
  September 1, 2004

**CHEMISTRY**
- Susan Maleckar  
  Visiting Lecturer  
  September 1, 2004
- Stefan Werner  
  Research Assistant Professor  
  May 1, 2004

**COMMUNICATION**
- Alessandra Beasley  
  Visiting Instructor  
  September 1, 2004
- Marcus Paroske  
  Visiting Instructor  
  September 1, 2004
- Janet Skupien  
  Visiting Lecturer  
  September 1, 2004
- Ronald von Burg  
  Visiting Instructor  
  September 1, 2004

**COMPUTER SCIENCE**
- Sangyeun Cho  
  Assistant Professor  
  September 1, 2004

**EAST ASIAN LANGUAGES & LITERATURES**
- Xinmin Liu  
  Assistant Professor  
  September 1, 2004
- Ebru Türker  
  Visiting Instructor  
  September 1, 2004

**ECONOMICS**
- Oliver Board  
  Assistant Professor  
  July 1, 2004
- Alexis León  
  Assistant Professor  
  September 1, 2004

**ENGLISH**
- Jennifer Allen  
  Visiting Instructor  
  September 1, 2004
- Mark Anderson  
  Assistant Professor  
  September 1, 2004
- Lynn Arner  
  Visiting Instructor  
  September 1, 2004
- Molly Brown  
  Visiting Instructor  
  September 1, 2004
- Malkiel Choseed  
  Visiting Instructor  
  September 1, 2004
- Debra Hawhee  
  Assistant Professor  
  September 1, 2004
- John Marsh  
  Visiting Assistant Professor  
  September 1, 2004
- Patrick Mullen  
  Visiting Lecturer  
  September 1, 2004
- Juli Parrish  
  Visiting Instructor  
  September 1, 2004
- Leslie Rubinkowski  
  Visiting Assistant Professor  
  September 1, 2004
- Christopher Warnick  
  Visiting Instructor  
  September 1, 2004

**GERMANIC LANGUAGES & LITERATURES**
- Dieter Waeltermann  
  Visiting Instructor  
  September 1, 2004

**HISPANIC LANGUAGES & LITERATURES**
- Erin Graff Zivin  
  Assistant Professor  
  September 1, 2004

**HISTORY**
- Hans Gerlach  
  Assistant Professor  
  August 1, 2004

**HISTORY OF ART AND ARCHITECTURE**
- Kathleen Christian  
  Assistant Professor  
  September 1, 2004
- David Karmon  
  Visiting Assistant Professor  
  September 1, 2004

**HISTORY AND PHILOSOPHY OF SCIENCE**
- Edouard Machery  
  Visiting Assistant Professor  
  October 21, 2004

**LINGUISTICS**
- Chiahui Huang  
  Visiting Assistant Professor  
  September 1, 2004
- Claude Mauk  
  Lecturer  
  September 1, 2004
# Faculty Personnel Actions

**MATHEMATICS**
- Piotr Hajlasz  
  Visiting Assistant Professor  
  September 1, 2004
- David Swigon  
  Assistant Professor  
  September 1, 2004

**MUSIC**
- Jessica Shockley  
  Visiting Assistant Professor  
  September 1, 2004

**NEUROSCIENCE**
- Marc Sommer  
  Assistant Professor  
  September 1, 2004

**PHYSICS AND ASTRONOMY**
- Wen-Sheng Liu  
  Assistant Professor  
  September 1, 2004

**POLITICAL SCIENCE**
- Patrick Altdorfer  
  Lecturer  
  September 1, 2004

**PSYCHOLOGY**
- Xiu Liu  
  Research Assistant Professor  
  July 21, 2004
- Natasha Tokowicz  
  Assistant Professor  
  September 1, 2004
- Mark Wheeler  
  Assistant Professor  
  September 1, 2004

**RELIGIOUS STUDIES**
- Rebecca Denova  
  Visiting Lecturer  
  September 1, 2004
- Haya Feig  
  Lecturer  
  September 1, 2004

**SOCIOLOGY**
- Shun Chan  
  Visiting Assistant Professor  
  August 1, 2004

**CHEMISTRY**
- Peter Wipf  
  Promoted, University Professor  
  July 1, 2004

**COMPUTER SCIENCE**
- Daniel Mossé  
  Promoted, Professor  
  September 1, 2004

**EAST ASIAN LANGUAGES & LITERATURES**
- Junzo Oshimo  
  Title Changed, Assistant Instructor  
  September 1, 2004

**ENGLISH**
- Geeta Kothari  
  Promoted, Senior Lecturer  
  September 1, 2004

**ECONOMICS**
- John Duffy, Jr.  
  Promoted, Professor  
  September 1, 2004

**FRENCH AND ITALIAN LANGUAGES & LITERATURES**
- Veronica Dristas  
  Title Changed, Lecturer  
  September 1, 2004

**HISTORY**
- Werner Troesken, Jr.  
  Promoted, Professor  
  September 1, 2004

**MATHEMATICS**
- Angela Athanas  
  Title Changed, Assistant Instructor  
  September 1, 2004
- Andrew Klimas  
  Title Changed, Assistant Instructor  
  September 1, 2004
- Ivan Yotov  
  Promoted, Associate Professor w/ tenure  
  September 1, 2004

**MUSIC**
- Andrew Weintraub  
  Promoted, Associate Professor w/ tenure  
  September 1, 2004

**PHYSICS AND ASTRONOMY**
- Donna Naples  
  Promoted, Associate Professor w/ tenure  
  September 1, 2004

**SOCIOLOGY**
- Shun Chan  
  Title Changed, Assistant Professor  
  September 1, 2004

**STATISTICS**
- Nancy Pfenning  
  Promoted, Senior Lecturer  
  September 1, 2004

**STUDIO ARTS**
- Joanna Commandaros  
  Title Changed, Assistant Instructor  
  September 1, 2004

**THEATRE ARTS**
- Julie Allardice  
  Title Changed, Lecturer  
  September 1, 2004
### AFRICANA STUDIES

Cecil Blake  
Succeeding Joseph Adjaye as Chair  
September 1, 2004

### HISTORY OF ART AND ARCHITECTURE

Kirk Savage  
Succeeding David Wilkins as Chair  
September 1, 2004

### INTELLIGENT SYSTEMS

Janyce Wiebe  
Succeeding Greg Cooper as Director  
September 1, 2004

### PHILOSOPHY

James Allen  
Succeeding Stephen Engstrom as Chair  
September 1, 2004

### WOMEN'S STUDIES

Kathryn Flannery  
Succeeding Carol Stabile as Director  
September 1, 2004

### SABBATICALS/LEAVES OF ABSENCE

#### ANTHROPOLOGY

Terrence Kaufman  
Leave of Absence  
September 13–October 24, 2004

#### BIOLOGICAL SCIENCES

Lewis Jacobson  
Sabbatical Leave  
September 1–December 31, 2004

Linda Jen-Jacobson  
Sabbatical Leave  
September 1–December 31, 2004

Jacalyn Newman  
Leave of Absence  
May 31–July 23, 2004

Valerie Oke  
Leave of Absence  
August 30–October 24, 2004

William Saunders  
Sabbatical Leave  
September 1–December 31, 2004

#### CHEMISTRY

Sanford Ashford  
Sabbatical Leave  
September 1–December 31, 2004

Rob Coalson  
Sabbatical Leave  
September 1–December 31, 2004

Scott Nelson  
Sabbatical Leave  
September 1, 2004–April 30, 2005

Peter Wipf  
Sabbatical Leave  
September 1–December 31, 2004

#### CLASSICS

Nicholas Jones  
Sabbatical Leave  
September 1–December 31, 2004

#### COMMUNICATION

Joan Leach  
Leave of Absence  
September 1, 2004–April 30, 2005

John Poulakos  
Sabbatical Leave  
September 1–December 31, 2004

Carol Stabile  
Sabbatical Leave  
September 1, 2004–April 30, 2005

#### COMPUTER SCIENCE

Shi-Kuo Chang  
Sabbatical Leave  
September 1–December 31, 2004

Kirk Pruhs  
Sabbatical Leave  
September 1–December 31, 2004

#### ECONOMICS

In-Uck Park  
Leave of Absence  
September 1, 2004–April 30, 2005

ENGLISH

Toi Derricotte  
Leave of Absence  
September 1, 2004–April 30, 2005

Nancy Glazener  
Sabbatical Leave  
September 1–December 31, 2004

Marianne Novy  
Leave of Absence  
September 1–December 31, 2004

William Searle  
Leave of Absence  
September 17–November 11, 2004

Philip Smith  
Leave of Absence  
September 1, 2004–April 30, 2005

Susan Smith  
Leave of Absence  
September 1, 2004–April 30, 2005

Jennifer Trainor  
Leave of Absence  
September 1, 2004–April 30, 2005

Stefan Wheelock  
Leave of Absence  
September 1–December 31, 2004

FRENCH AND ITALIAN LANGUAGES & LITERATURES

Deborah Blocker  
Leave of Absence  
September 1–October 26, 2004

Lina Insana  
Leave of Absence  
September 8–November 2, 2004

GERMANIC LANGUAGES & LITERATURES

Amy Colin  
Leave of Absence  
September 30–October 13, 2004

Sabine von Dirke  
Sabbatical Leave  
September 1–December 31, 2004

HISPANIC LANGUAGES & LITERATURES

Mabel Moraña  
Sabbatical Leave  
September 1–December 31, 2004
HISTORY
Anthony Barbieri-Low
Leave of Absence
September 1, 2004–April 30, 2005

HISTORY OF ART AND ARCHITECTURE
Kathleen Christian
Leave of Absence
September 1, 2004–April 30, 2005

HISTORY AND PHILOSOPHY OF SCIENCE
Sandra Mitchell
Sabbatical Leave
September 1, 2004–April 30, 2005

LINGUISTICS
Lionel Menasche
Leave of Absence
June 20–September 1, 2004

MATHEMATICS
Carson Chow
Leave of Absence
January 1–December 31, 2004
G. Bard Ermentrout
Sabbatical Leave
September 1–December 31, 2004
Stuart Hastings
Sabbatical Leave
September 1–December 31, 2004
Juan Manfredi
Sabbatical Leave
September 1–December 31, 2004

MUSIC
David Brodbeck
Leave of Absence
September 1, 2004–April 30, 2005
Mathew Rosenblum
Sabbatical Leave
September 1–December 31, 2004

PHYSICS AND ASTRONOMY
Steven Dytko
Sabbatical Leave
January 1–December 31, 2004
Vittorio Paolone
Sabbatical Leave
September 1–December 31, 2004

POLITICAL SCIENCE
Jennifer Victor
Leave of Absence
September 1, 2004–April 30, 2005

PSYCHOLOGY
Jonathan Scholder
Leave of Absence
September 1, 2004–April 30, 2005

SOCIOLOGY
Thomas Schott
Leave of Absence
September 1, 2004–April 30, 2005

STATISTICS
Satish Iyengar
Leave of Absence
January 1–December 31, 2004

RETIREMENT

ANTHROPOLOGY
L. Keith Brown
Professor Emeritus
June 30, 2004

PHYSICS AND ASTRONOMY
Elizabeth Baranger
Professor Emerita
June 30, 2004

POLITICAL SCIENCE
Raymond Owen
Associate Professor Emeritus
December 31, 2004

RESIGNATIONS

CHEMISTRY
Ona Adair
Visiting Lecturer
April 30, 2004

COMMUNICATION
Jonathan Sterne
Assistant Professor
August 31, 2004

COMPUTER SCIENCE
Mary Louise Sofla
Professor
August 31, 2004

GERMANIC LANGUAGES & LITERATURES
Sabine Hake
Professor
August 31, 2004

HISTORY AND PHILOSOPHY OF SCIENCE
Paul Griffiths
Professor
August 31, 2004

MATHEMATICS
Mihai Anitescu
Assistant Professor
August 31, 2004

MUSIC
Leonora Saavedra
Lecturer
April 30, 2004

POLITICAL SCIENCE
Mark Hallerberg
Assistant Professor
April 30, 2004

RELIGIOUS STUDIES
Shoshana Sfarzada
Lecturer
August 31, 2004

WOMEN’S STUDIES
Carrie Rentschler
Visiting Assistant Professor
August 31, 2004
### END OF CONTRACT

<table>
<thead>
<tr>
<th>Department</th>
<th>Position</th>
<th>Name</th>
<th>Title</th>
<th>Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>AFRICANA STUDIES</td>
<td>Visiting Assistant Professor</td>
<td>Kimberly Ellis</td>
<td>April 30, 2004</td>
<td></td>
</tr>
<tr>
<td>CHEMISTRY</td>
<td>Assistant Professor</td>
<td>Eric Borguet</td>
<td>April 30, 2004</td>
<td></td>
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<tr>
<td>COMMUNICATION</td>
<td>Visiting Lecturer</td>
<td>Joel Baker</td>
<td>April 30, 2004</td>
<td></td>
</tr>
<tr>
<td>ENGLISH</td>
<td>Visiting Lecturer</td>
<td>Thomas Aspell</td>
<td>April 30, 2004</td>
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<tr>
<td></td>
<td>Visiting Lecturer</td>
<td>Peter Gillespie</td>
<td>April 30, 2004</td>
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</tr>
<tr>
<td>GEOLOGY AND PLANETARY SCIENCE</td>
<td>Visiting Lecturer</td>
<td>Mark Evans</td>
<td>June 19, 2004</td>
<td></td>
</tr>
<tr>
<td>LINGUISTICS</td>
<td>Visiting Assistant Professor</td>
<td>Jeffrey Good</td>
<td>April 30, 2004</td>
<td></td>
</tr>
<tr>
<td>MUSIC</td>
<td>Visiting Assistant Professor</td>
<td>Amelia Maciszewski</td>
<td>April 30, 2004</td>
<td></td>
</tr>
<tr>
<td>STUDIO ARTS</td>
<td>Visiting Lecturer</td>
<td>Stephen Hankin</td>
<td>April 30, 2004</td>
<td></td>
</tr>
<tr>
<td>DECEASED</td>
<td></td>
<td>Julia Thompson</td>
<td>August 16, 2004</td>
<td></td>
</tr>
</tbody>
</table>

### DECEASED

<table>
<thead>
<tr>
<th>Department</th>
<th>Position</th>
<th>Name</th>
<th>Title</th>
<th>Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEOLOGY AND PLANETARY SCIENCE</td>
<td>Visiting Lecturer</td>
<td>Daniel Wild</td>
<td>April 30, 2004</td>
<td></td>
</tr>
<tr>
<td>PHYSICS AND ASTRONOMY</td>
<td></td>
<td>Julia Thompson</td>
<td>August 16, 2004</td>
<td></td>
</tr>
</tbody>
</table>

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