

**MINUTES**
**Dietrich School of Arts and Sciences  
Council Meeting**

**February 20, 2024  
10:00 am-11:00 am  
CL 910 Conference Room**

**Council Members present:** Dean Adam Leibovich (Chair), Associate Dean for Faculty Affairs Todd Reeser (Vice Chair); Elected Members: Drew Armstrong, Russell Clark, Jon Johnson, Laura Lovett, Kathleen Manukyan, Marta Ortega-Llebaria, Liann Tsoukas, and Andrew Zentner; Student Government Board Representatives: Aleksander Bearden and Michelle Jaena Lerma

**Council Members not present:** Elected Members: Robin Brooks, Tymofiy Mylovanov, Brian Stewart, and Jennifer Waldron; Divisional Chair Representatives: Cynthia Croot, Felix Germain, and Steve Meriney; Graduate Student Representatives: Grace Naa Korkoi Amoah and Godspower Ubit

**Dean's Office Personnel present:** Associate Dean for Graduate Studies Jonathan Woon, Associate Dean for Undergraduate Studies and CGS Adriana Helbig, Associate Dean for Research and Faculty Recruitment Hannah Johnson, Associate Dean for Equity, Faculty Development, and Community Engagement Natasha Tokowicz, Executive Director of Administration Jessica Hatherill, Senior Director for Undergraduate Studies and the College of General Studies Derek Fischer, Director of Executive Operations Lisa Lang, and Administrative Coordinator Emma Wallace-Potts

**Dean's Office Personnel not present:** N/A

Dean Leibovich welcomed the Council members and thanked them for attending.

**1. Dean's Report (Dean Adam Leibovich)**

Dean Leibovich reviewed the report, as distributed in advance of the meeting. When asked for any additions or changes, Council did not voice any suggestions and expressed unanimous approval.

**February 20, 2024**
**Dean's Report**

- Jim Coleman, assistant professor in the Department of French and Italian, has been
- awarded the First Book Prize from the American Association of Teachers of Italian
- (AATI).
- Distinguished Professor of Sociology Kathleen M. Blee released a new book that
- analyzes extremist white supremacy's grip on U.S. politics and culture
- Dietrich School Undergraduate Imaan Saeed won first prize in the youth visual arts
- category at Carnegie Museum's "Envisioning a Just Pittsburgh" inclusive art competition
- for her artwork, titled "Dual Identities"
- Luciana DeJesus, a junior at the Dietrich School, won third place in the Pitt News Writing
- Contest for her work "To Be Delicate is To Be Touched."
- Dietrich School faculty members from the Departments of Communication and
- Linguistics are among the winners of the first round of funding for the Year of Discourse
- and Dialogue including:

- Caitlin Bruce, Dietrich School of Arts and Science, Department of
- Communication: Public Art as a Dialogue Generator and Archive for the Future
- Paul Johnson, Dietrich School, Department of Communication: Building Capacity
- Against Threats to Discourse and Dialogue
- Al Primack, Dietrich School, Department of Communication: Dissecting
- Disinformation Workshop Series
- Abdesalam Soudi, Dietrich School, Department of Linguistics: The Transformative
- Power of Humanities: Cultivating Compassion and Civil Discourse in Higher
- Education and Embracing the Power of Language
- Elise Lonich Ryan, a faculty member in the Dietrich School's Department of English, has
- expanded her popular "Secrets of Pittsburgh" class to include a podcast.

## 2. Report from Dietrich School Undergraduate Council (Associate Dean for Undergraduate Studies and CGS Adriana Helbig)

Associate Dean Adriana Helbig presented the report. As part of the discussion about the Korean BA, it was mentioned that East Asian Languages and Literatures is currently searching for a new Mellon Chair with a focus in Korean Studies. The growth of the endowment from distinguished chairs will allow for the hiring of new chairs in the fall semester. Kathleen Blee allotted one chair to Korean Studies to promote the advancement of their intercultural phenomenon and language growth.

Council included a brief sidenote that Undergraduate Council highlights a different

language offered at Pitt each week with the hope to encourage the Language Department to apply discretionary funds.

## Dietrich School Undergraduate Council Report to Dietrich School Council February 20, 2024

January 25, 2024 - Undergraduate Council Meeting:

Individual courses to fulfill new General Education Requirements

- CHIN 1090 Great Minds of China Philosophical Thinking or Ethics
- HIST 1435 Technology in Asia
- Historical Analysis
- Global Issues
- Korean 1088 Korean Cinema
- Geographic Region
- February 8, 2024 - Undergraduate Council Meeting:
- Individual courses to fulfill new General Education Requirements
- HIST 1630 U.S. Social Movements
- Historical Analysis
- Major/Minor/Certificate
- Korean, BA
- Addition of a new Major that will allow students to acquire knowledge about
- Korean culture and history and a comprehensive training in the Korean language.

This proposal must proceed to Dietrich School Council and then to the Provost's Advisory Committee on Undergraduate Programs for review, before proceeding to the Provost for final approval

## 3. Report on the College of General Studies (Associate Dean for Undergraduate Studies and CGS Adriana Helbig)

This report did not require a vote. CGS Council will meet every two weeks.

**College of General Studies Council  
Report to Dietrich School Council  
February 20, 2024**

January 31, 2024 – CGS Council Meeting:

- Summary of Non-Traditional Student Week – Boryana Dobрева provided an overview
- of events hosted by the College of General Studies and the McCarl Center for Nontraditional Student Success during the week of November 6-10, 2023.
- CGS Student Government Update - Skylar Cheevers presented on the various projects
- CGS Student Government is discussing and the events they are hosting this spring,
- including the Excellence reception for staff and faculty.
- The Chronicle of Higher Education: Serving Non-Traditional Students – Boryana
- Dobрева shared a compilation of articles that were published in 2023. Each article
- explores the challenges that colleges face in serving nontraditional students.
- Shared Faculty Positions – Boryana Dobрева reported that this program is now in its
- third year and has successfully hired several faculty members in shared roles between
- departments.

**4. Report from Dietrich School Graduate Council (Associate Dean for Graduate Studies Jonathan Woon)**

Graduate Council did not report, as they have not met. Council asked about the need for graduate status for faculty. Dean Leibovich explained that the university requires this status under

determination of qualification to supervise doctorate students.

Council unanimously approved the non-report.

**5. Approval of March 19<sup>th</sup> Full Faculty Meeting Agenda (Dean Adam Leibovich)**

Council asked whether Pitt might extend deadlines for enrollment. Dean Leibovich noted that the university has not stated a plan to do so yet. The last data on enrollment numbers from a several weeks ago showed all admissions deposits are tracking as expected. Any deviations will become more apparent closer to deadline. Council also wanted to know whether state universities in PA will extend this deadline into May, as anticipated of major institutions. This is to be determined.

Council would like more information regarding financial aid applications, whereas FAFSA is most used by students. A CSS profile might provide a more in-depth representative of student financial aid need and prevent stalling. Dean Leibovich will follow up on this matter.

Council approved the agenda unanimously.

**6. Other Business**

The DEIA/Tenure Subcommittee met and will hold a second meeting. The first meeting focused on revising language to describe tenure and creating second document to mentor all assistant professors to think about how dossiers might include DEIA/CES based on an existing document on teaching effectiveness. This language and accompanying guidelines will likely be presented to Council sometime in the fall before reaching chairs and directors for consideration next year. We can expect to see this covered at the Full Faculty meeting in Fall 2024,

ultimately taking effect in the 2026 Academic Year.

Council asked to clarify a source of confusion regarding tenure criteria, as a statement on the Dietrich website does not mention specifics about assistant professors and service. They would like to know where this information can be found. Dean Leibovich cited that 4-5 years ago, promotion and tenure guidelines did not stress anything about service. Everything is superseded by the provost or university guidelines, which covers service. It would be reasonable to set a statement about service expectations, but it's already stated by the provost because Dietrich does not have more prescriptive expectations. Associate Dean Jon Woon reiterated that this is a multilevel process.

Council referenced the strong admissions cycle coming through and wanted an update on COVID vaccination policy. Dean Leibovich noted that the university removed this requirement from offer letter. Executive Director of Administration Jessica Hatherill remarked that this falls under Student Affairs for student vaccination requirements and is unsure what changes there might be.

Council noticed the Provost initiative to regularize practices across the school for General Education and would like to know more about revisions. Dean Leibovich shared that the idea is to streamline and unify the process since some schools have slightly different names for categories. The entire process leading up this proposal will take 3 years and does not require current action. We should expect that buckets will align to better describe General Education requirements and make them university-wide. By-laws state that this must through full faculty in the Dietrich School. Efforts to try to untangle a

confusion of terms between core curriculum and General Education needs to take place before any contradictory information goes out. The same goes for aligning our websites so that certain objectives do not disrupt organization on main campus.

## MINUTES

### Dietrich School Planning and Budgeting Committee

Wednesday, February 21, 2024  
2:15-3:15 PM

Dean Leibovich thanked everyone for coming and reviewed the unit guidance document.

#### 1. Summary of the Year's Efforts

Dean Leibovich reviewed the draft document provided to the committee.

Questions from the committee included attendance at the Dean's office hours (1-4 per meeting) and clarification on the role of the Director of Community Engagement. This question was asked in relation to the DEIA/tenure guidelines recently announced by the Office of the Provost. Dean Leibovich stated that a subcommittee of DSAS Council has been formed to work on this new initiative.

The committee stressed the need for representation from the arts and sciences in Pitt's Global Experiences Office (Pitt GEO). Dean Leibovich responded, noting that the school is currently interviewing for a director with plans to hire an embedded position working with Pitt GEO and Pitt Study Away. Derek Fischer mentioned the potential benefits of this initiative. Dietrich features the largest number of students who study

abroad but lacks in comparative percentage to the engagement of other schools. Once this position is in place, there is a great deal of interest across the school on ways to promote experiences abroad to bridge the gap between UCIS and academic departments within the school.

Another concern related to Pitt GEO was the ways in which faculty move from their leadership roles in UCIS to classroom settings without a set of resources for networking and wanted to know if this would be a part of extending the international component of student experience. Associate Dean Jon Woon said that this is student-focused in other schools but the hope is that the new director will engage with students, staff and faculty.

Dean Leibovich provided a brief overview of the “Just in Time” training series, which will continue for chairs in the upcoming year.

A question was raised about restrictions on Graduate Faculty status for appointment stream faculty who teach graduate-level courses. This status would provide more flexibility and enhance student experiences. Associate Dean Jon Woon noted that faculty status regulations are managed at the university level.

## **2. Plans for the Coming Year**

Associate Dean Hannah Johnson shared plans for the coming year related to faculty, including improving communications with new hires and streamlining communication with chairs.

Questions were raised regarding funding for innovative ideas. Dean Leibovich explained that this initiative would provide opportunities for proposals and enact mechanisms to apply for additional funding sources.

Minimum enrollments were discussed briefly. Dean Leibovich stated that he is aware of the struggles students face when searching for summer employment and would like to ensure their success in the summer months and as well as the academic year.

With no further business to discuss the meeting was adjourned.