

The DIETRICH School of Arts & Sciences Gazette

VOL. 50, NO. 5 FEBRUARY 15, 2019

Dietrich School Council Minutes of the November 14, 2018 Meeting

Council Members Present: Dean Kathleen Blee (Chair), Associate Dean for Faculty Recruitment and Research Development Adam Leibovich (Vice Chair), Associate Dean for Faculty Affairs Kay Brummond, Elected Members: Sabine von Dirke, Scott Kiesling, Chloe Hogg, Sam Donovan, Dawn McCormick Divisional Chair Representatives: Bryan Hanks and Sunil Saxena, and Student Government Board Representative Cory Stillman.

Council Members not present: Elected Members Sung Kyu Jung, Reid Andrews, Lillian Chong, Melanie Hughes, Andrew Zentner, Yolanda Covington-Ward, Andrew Lotz, Divisional Chair Representative John Lyon Graduate Student Representative Marissa Bowman, Susie Sonnenschein and Krysta Beam, Student Government Board Representative Pooja Humar.

Dean's Office Personnel present: Associate Dean for Graduate Studies and Research Holger Hooek, Associate Dean for Undergraduate Studies John Twyning, and Administrative Coordinator Erin Golen.

1. Minutes of the Dietrich School Council meeting held on October 25, 2018

The minutes of the October 25, 2018 Dietrich School Council meeting were distributed electronically, moved, seconded, and approved.

2. Dean's Report (Dean Kathleen Blee)

University is considering whether to extend the length of the tenure clock. Council discussed how this change would affect the Dietrich School.

3. Election of Three New Faculty Grants Committee Members, One from Each Division (Dean Kathleen Blee)

By paper ballot, Council elected Professors Shelome Gooden, Mari Webel and Paula Grabowski to the faculty grants committee for a three-year term ending 2021.

4. Report on the Dietrich School Diversity Committee and Diversity Review Task Force (Associate Dean for Faculty Affairs Kay Brummond)

The Diversity Committee has prepared an exit survey for faculty in on-line, face-to-face and phone interview forms.

DS Diversity Task Force's Faculty and Staff Climate Survey is underway and the Task Force is selecting external reviewers for the DS diversity review.

5. Report from Dietrich School Undergraduate Council (Associate for Undergraduate Studies John Twyning)

a) Revision to the bylaws for the Department of Classics

Dietrich School Undergraduate Council approved a revision to bylaws for the Department of Classics to allow approval of new undergraduate courses.

b) Approval of the new major in Digital Narrative and Interactive Design-

Dietrich School Undergraduate Council approved a proposal to create a new major in Digital Narrative and Interactive Design.

***See Course action review listed below.**

Report presented by the Associate Dean was approved by vote of the Council.

6. Report on the College of General Studies (Associate Dean for Undergraduate Studies John Twyning)

CGS Council unanimously approved the following new and expanded policies:

a) Course Substitution Limits.

This policy goes into effect immediately. CGS Majors and CGS Certificates

Students may appeal for a maximum of two course substitutions for a major or a certificate, and only one course substitution can be applied to the core requirements of a major or certificate. An exception is possible for students who study abroad. Students may apply course substitutions for no more than three courses from an approved study abroad program, and only one of these can be applied to the core requirements of a major or certificate. For students completing minors, course substitutions for

the core requirements are not permissible. Students completing minors can seek one course substitution for elective credit toward the minor, or two courses maximum if these courses are coming from an approved study abroad program. Students who have transferred in half of their credits for a major, certificate or minor cannot seek course substitutions.

No academic policy exists indicating that course waivers are possible. Therefore, any reference to “waivers” in the course substitution appeal documents and website will be removed.

b) **Overlapping Credits between majors, certificates and minors within CGS**

Courses used for a minor cannot overlap with courses used for a major or a certificate. Students cannot receive a certificate in a program in which they are pursuing their major except for Media and Professional Communications and Administration of Justice majors, who can pursue a certificate outside their area of concentration (major track). Media and Professional Communications and Administration of Justice majors are only allowed to overlap two courses between their major and a certificate.

Natural Science major revision - update

Work on the revisions of the CGS Natural Sciences BS major continues this year. Feedback received from A&S Natural Sciences departments is being reviewed and integrated into the modified program curriculum, and to be presented to CGS Council for consideration by the end of this academic year.

7. **Report from Dietrich School Graduate Council** (Associate Dean for Graduate Studies and Research Holger Hoock)

The Graduate Council has nothing to report at this time.

8. **Discussion of Gender and Service**

The ongoing task for council is to continue the discussion on gender and service and form a set of propositions for vote.

The meeting was adjourned at 4 p.m.

Actions of Dietrich School Undergraduate Council:

November 6, 2018

Existing courses to transition to or to fulfill new General Education Requirements

- AFRONA 1330 Science and Technology in the Africana Context
 - Diversity
 - Philosophical Thinking or Ethics
- COMMRC 1162 Invention: Where Do Good Ideas Come from?
 - Historical Analysis
 - Philosophical Thinking or Ethics
 - Writing
- ENGCOMP 1130 Projects in Digital Composition
 - Creative Work
- ENGCOMP 1551 History and Politics of the English Language
 - Diversity
- RUSS 1210 Man and Superman in Philosophy and Culture
 - Literature
- SLOVAK 0890 Slovak, Czech, and Central European Film
 - The Arts

November 13, 2018

Existing courses to transition to or to fulfill new General Education Requirements

- HPS 0618 Scientific Controversies
 - Philosophical Thinking or Ethics
- PHIL 0275 Introduction to Chinese Philosophy
 - Philosophical Thinking or Ethics
- PS 0550 Introduction to Global Studies
 - Diversity
 - Global Issues
- ENGLIT 0615 Literature and Race
 - Diversity
- PS 1326 East Asian Political Economy
 - Historical Analysis
 - Geographic Region
 - Cross-Cultural Awareness
- PS 0300 Comparative Politics
 - Global Issues
- PS 1348 Xenophobia in Modern Europe
 - Diversity
 - Historical Analysis
 - Geographic Region
- PS 1504 Nationalism
 - Historical Analysis
 - Geographic Region
- PS 1587 US Foreign Policy in Africa

- Diversity
- Historical Analysis
- PS 1352 Introduction to African Politics
 - Historical Analysis
- ITAL 0080 Renaissance Italy
 - Historical Analysis
 - Geographic Region
- ITAL 0081 Made in Italy
 - Geographic Region
- ITAL 0087 Food for Thought
 - Geographic Region
- SOC 1114 Qualitative Research Methods
 - Social Science
- POLISH 1260 Survey of Polish Literature and Culture
 - Literature
- GEOL 13XX Environmental Education for Social Change
 - Diversity
 - Global Issues
 - Cross-Cultural Awareness
- PHIL 0462 Introduction to Philosophy of Mind Writing Practicum
 - Writing
- AFRONA 0316 Introduction to African American Theatre
 - The Arts
- AFRONA 0352 African American Dance
 - The Arts
- AFRONA 0805 Black Performance Aesthetics
 - The Arts
- AFRONA 1334 Music in Africa
 - The Arts
- AFRONA 0313 Black Church
 - Historical Analysis
- AFRONA 1012 Early 20th Century Black Social Movements
 - Historical Analysis
- AFRONA 1021 History of the African Diaspora
 - Historical Analysis
- AFRONA 1425 Caribbean Identities: Historical, National and Transnational Perspectives
 - Historical Analysis
 - Geographic Region
- AFRONA 1655 African Cinema
 - Geographic Region
- AFRONA 1661 Political Economy of Africa
 - Geographic Region
- AFRONA 0212 West African Dance
 - The Arts

- Creative Work

**Dietrich School Planning and Budgeting Committee
Minutes of the January 14, 2019 Meeting**

Committee Members present: Dean Kathleen Blee (Chair), Associate Dean for Faculty Recruitment and Research Development Adam Leibovich (Vice-Chair), Associate Dean for Faculty Affairs Kay Brummond, Associate Dean for Graduate Studies and Research Holger Hoock, Associate Dean for Undergraduate Studies John Twyning, Council Representatives Jeffrey Lawrence and Dawn McCormick, Faculty Representatives Giuseppina Mecchia, Barbara Kucinski, Leslie Hammond and Frayda Cohen, Staff Representative Kristin Hopkins and Adriana Maguina-Ugarte, Graduate Student Representatives Tiffany Betras and Kole Norberg.

Committee Members Not Present: Council Representative Reid Andrews, Faculty Representatives Giuseppina Mecchia, Kristin Kanthak, Lucas Mentch, Staff Representative Evon Nigro, and Graduate Student Representative Kelsey Cummings.

Dietrich School Resource Personnel Present: Executive Director for Staff Personnel and Senior Assistant Dean Michele Montag, Executive Director for Financial and Physical Resources Patrick Cunningham, Assistant Dean for Business and Finance Barbara Vattimo, Senior Director Jessica Hatherill, Director of Communications Carol Mullen, Director of Special Projects and Initiatives Rebecca Roadman, Senior Executive Director of Development Tom Golightly and Executive Administrator Lisa Lang.

Invited Guest(s): Director of Undergraduate Advising, Derek Fischer

- 1. Minutes of the meeting held on December 13, 2018**
The minutes of the PBC meeting held on December 13, 2018 were distributed and approved electronically. Two small changes were noted. With these revisions, the minutes were moved, seconded and approved.
- 2. Educational Excellence and related items relevant to building foundational strength**
 - Undergraduate Advising: Guest speaker Derek Fischer, Director of Advising, discussed both internal and external changes in the Office of Undergraduate Advising.

- Graduate Studies: Associate Dean Hooch explained the challenges associated with moving graduate programs up in the rankings from *US News*.
- Budget and Space for Education: Patrick Cunningham, Executive Director for Financial and Physical Resources, discussed new classroom space and equipment. Dean Blee discussed efforts to increase the proportion of Dietrich School courses taught by full-time faculty. Tom Golightly, Senior Executive Director of Development, discussed efforts to raise funds for student scholarships and fellowships and for undergraduate and graduate student research and study abroad through voluntary support.
- Other Issues: Dean Blee requested that members of the PBC submit other issues from Goal 1 they would like to have discussed at the next meeting.

With no other business, the meeting was adjourned at 12 p.m.

**Dietrich School Planning and Budgeting Committee
Minutes of the January 23, 2019 Meeting**

Committee Members present: Dean Kathleen Blee (Chair), Associate Dean for Faculty Recruitment and Research Development Adam Leibovich (Vice-Chair), Associate Dean for Faculty Affairs Kay Brummond, Associate Dean for Graduate Studies and Research Holger Hooch, Associate Dean for Undergraduate Studies John Twynning, Council Representatives Reid Andrews and Jeffrey Lawrence, Faculty Representatives Lucas Mentch, Barbara Kucinski and Frayda Cohen, Staff Representatives Evon Nigro, Kristin Hopkins and Adriana Maguina-Ugarte, Graduate Student Representatives Tiffany Betras, Kole Norberg and Kelsey Cummings.

Committee Members Not Present: Council Representative Dawn McCormick, Faculty Representatives Giuseppina Mecchia, Leslie Hammond and Kristin Kanthak.

Dietrich School Resource Personnel Present: Executive Director for Staff Personnel and Senior Assistant Dean Michele Montag, Executive Director for Financial and Physical Resources Patrick Cunningham, Senior Director Jessica Hatherill, Director of Communications Carol

Mullen, Director of Special Projects and Initiatives Rebecca Roadman, Senior Executive Director of Development Tom Golightly and Executive Administrator Lisa Lang.

1. Minutes of the meeting held on January 14, 2019

The minutes of the PBC meeting held on January 14, 2019 were distributed and approved electronically. The minutes were moved, seconded and approved.

2. Diversity Review Task Force and Climate Report (Kay Brummond)

Provided an overview of the upcoming Dietrich School Diversity External Review, scheduled for April 15, 2019.

3. Faculty Climate Survey, Fall 2018 (Rebecca Roadman)

Discussed results of the Fall 2018 faculty climate survey.

4. Staff Diversity Committee and Staff Climate Survey (Michele Montag)

Provided an overview of survey results and discussed the Hiring Staff and Supervisor workshops administered by Maureen Lazar. A hand-out was distributed – “Ready to Succeed: A Mentored Pathway Toward a Career at Pitt.”

Several committee members had questions about the staff climate survey related to target groups and demographics. All were encouraged to send questions and suggestions to Michele Montag.

5. Undergraduate Student Diversity (Jessica Hatherill)

The committee was first reminded that the Dietrich School does not control recruitment of undergraduates. Current diversity data was reviewed and the committee had several questions and suggestions related to possible mentoring opportunities, socioeconomic status of incoming students and Pell grant eligibility data. This is a school-level priority and more attention is being focused on it.

6. Graduate Student Diversity (Holger Hooch)

Reviewed data on incoming graduate student diversity.

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

Dietrich School Planning and Budgeting Committee
Minutes of the February 4, 2019 Meeting

Committee Members present: Dean Kathleen Blee (Chair), Associate Dean for Faculty Recruitment and Research Development Adam Leibovich (Vice-Chair), Associate Dean for Faculty Affairs Kay Brummond, Associate Dean for Graduate Studies and Research Holger Hoock, Associate Dean for Undergraduate Studies John Twyning, Council Representatives Dawn McCormick, Reid Andrews and Jeffrey Lawrence, Faculty Representatives Leslie Hammond, Giuseppina Mecchia, Lucas Mentch, Barbara Kucinski and Frayda Cohen, Staff Representatives Kristin Hopkins and Adriana Maguina-Ugarte, Graduate Student Representatives Tiffany Betras, Kole Norberg and Kelsey Cummings.

Committee Members Not Present: Faculty Representative Kristin Kanthak, Staff Representative Evon Nigro

Dietrich School Resource Personnel Present: Executive Director for Staff Personnel and Senior Assistant Dean Michele Montag, Executive Director for Financial and Physical Resources Patrick Cunningham, Senior Director Jessica Hatherill, Director of Communications Carol Mullen, Director of Special Projects and Initiatives Rebecca Roadman, Senior Executive Director of Development Tom Golightly and Administrative Coordinator Jocelyn Figurel.

1. Minutes of the Dietrich School PBC meeting held on January 23, 2019

The minutes of the PBC meeting held on January 23, 2019 were distributed and approved electronically. The minutes were moved, seconded and approved.

2. MA TESOL and MQE

(Associate Dean Holger Hoock)

Two new graduate program proposals were discussed. Dean Blee noted that the voting today would be to determine whether or not these proposals should be sent to the Office of the Provost for further consideration. The committee approved both proposals for further consideration.

3. Goals 3 and 5 – Global and Community Engagement

The IT Strategic Plan was presented by IT Director Craig Muscato. The plan includes key performance indicators, Chairs Dashboard and online training videos. Budgeting and payroll tools are in development. Dean

Blee stressed the importance of providing feedback to the IT team.

4. International undergraduate students

International student retention data was reviewed. Associate Dean Twyning discussed plans for summer programs for new undergraduate international students, before they begin in the Fall term. Students will be charged for the summer courses and progress will be tested at the end of the semester. Expected launch is summer 2020.

5. ELI and incoming international students

ELI provides many services for international students, including English proficiency testing and tutoring, courses on the culture of U.S. classrooms, and support for units that serve international students. ELI works with undergraduate peer tutors by providing orientation materials on interactions with non-native English-speaking undergraduates.

6. International engagement of graduate students

Currently the graduate student population is 35-38% international. Advising and reporting mechanisms were discussed as means of assessing whether our graduate students are increasing their global engagement through research and travel outside the U.S.

7. Global faculty recruiting

The Dietrich School in partnership with UCIS developed a pilot program this year to recruit more international faculty but it was not entirely successful. We will launch a new version next year.

8. Community engagement

This agenda item will be discussed at the February 13, 2019 meeting.

With no further business, the meeting concluded at 2 p.m.