

The DIETRICH School of Arts & Sciences Gazette

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Dietrich School of Arts and Sciences Undergraduate Council

Minutes from the Tuesday, November 8, 2011 Meeting

In attendance: John Twynning (chair), Elizabeth Taylor (secretary), Sourav Bhattacharya, Janelle Greenberg, Jeffrey Hildebrand, Adriana Helbig, Margaret Judd, Judy McConnaha, Richard Moreland, Michael Morrill, Anna Vainchtein, Anne Weis, Abdul Ahmed, Thomas Jabro, Jacob Robbins

Not attending: Pooja Patel, Alexander Zimmerman

1. Minutes

Minutes from the meeting on October 11, 2011 were approved.

2. New Business

Selected recipient for the 2012 Ampco-Pittsburgh Prize for Excellence in Advising

Approved revisions to departmental bylaws to allow internal approval of new courses

Department of Africana Studies

New course approval

URBNST 1610 Urban Geographies of Global Economic Change

Existing courses approved to fulfill General Education Requirements

HIST 0187 World War II in Europe – Approved to fulfill the Historical Change and Foreign Culture/International – Regional requirements

HIST 1145/ECON 1030 Intellectual Foundations of Capitalism – Approved to fulfill the Historical Change and Foreign Culture/International – Comparative requirements

Dietrich School of Arts and Sciences Planning and Budgeting Committee

Minute from the Monday, November 21, 2011 Meeting

ATTENDING: Dean N. John Cooper (Chair), Senior Associate Dean James Knapp, Acting Associate Dean Steve Carr, Senior Assistant Dean Michelle Amato, Associate Dean John Twynning, Senior Director of Undergraduate Studies Judith McConnaha, Director of Communications Carol Mullen, Professors Jerome Branche, David Waldeck, Randall Walsh, and Stephen Weber and Staff Representatives Georgia Spears and Elizabeth Conforti, Student Representatives Julia Bursten and Chris Myers

NOT ATTENDING: Associate Dean W. Richard Howe, Assistant Dean Barbara Vattimo, Associate Dean Kelly Otter, Professors James Cassing and Andrew Weintraub, Staff Representative Mary Beth Conroy, and Student Representative Alba Tuninette

1. Minutes of the meeting held on September 28, 2011

Dean Cooper presented the minutes of the meeting held on September 28, 2011. There was a correction on page 2, editing the word “coasts to costs.” Also Georgia Spears was listed as attending and not attending the last meeting. Her name was removed from the not attending list. Professor Randy Walsh moved that the minutes be accepted. Staff representative Georgia Spears seconded the motion and the minutes were unanimously approved.

2. Dean’s Report

- **Alberta Sbragia**, Professor Department of Political Science and Vice Provost for Undergraduate Studies, was featured on Bloomberg Television’s Taking Stock with Pimm Fox. She discussed the ongoing debt crisis in Europe.

- **Walter Schneider**, Professor Department of Psychology and Senior LRCD Scientist, was featured in the October 23 episode of “60 Minutes” in the “Apps for Autism” segment.

- **Cory Rodgers**, Honors college senior majoring in Biological Sciences, History and Philosophy of Science, and Africana Studies was chosen as a Rhodes Scholar for 2012.

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

Dean Cooper reported that there was no significant update on the budget for the next year. He said that there is no reason to be optimistic about the budget. The Commonwealth Appropriation to the University for FY 2013 is unknown, but the fiscal status of the Commonwealth is not good and the appropriation is likely to be reduced. Dean Cooper indicated that the tuition side of the revenue budget is very strong, and student applications are looking strong at this point.

4. Five Year Planning in Context of Departmental Planning (Dean N. John Cooper)

Dean Cooper started with explaining the process for this upcoming strategic plan and that this will be a beginning of a new 5 year plan.

Senior Associate Dean Jim Knapp explained the strategic planning process. Each goal that the committee comes up will have specific objectives to be set, and although benchmarking may be difficult to accomplish we do need to do whatever is feasible. Once the goals and objectives are determined, they will provide an approach for future planning and measures of whether or not they are successful.

5. Dietrich School Mission

The Dietrich School mission statement will be correlated with the University's mission, although the Dietrich School mission should be more narrowly focused and enhance that of the University. An example was brought up by Randy Walsh emphasizing that we should include where the Dietrich School fit within the University, the academy, and where we stand in western Pennsylvania. Because we are now being identified as closer to a private institution rather than a public institution, the Dietrich School needs to look more closely at measuring our goals for the next five years.

Graduate student representative Julia Bursten emphasized the importance of defining clearly our community of scholars, and how they are regionally and globally recognized. We might want to focus the goal in liberal arts on being "citizens of the world."

Another issue that was raised is how, while the University is selective in choosing high quality students, students are also selective in choosing us. A new focus should be to educate and mentor students to be involved in the world in ways in which they will be able to make a difference.

6. SWOT Analysis

A SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis document was distributed to each member attending to fill out for the next meeting. Dean Cooper stated some points that might fall into several categories and asked members to provide their own outlook to be incorporated with the Strategic Planning document.

7. Other Business

With no further business the meeting adjourned at 2:57 p.m.

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| <p style="text-align: center;">FINAL NOTICE: Faculty Research Grants 2013 Competition</p> |
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The Faculty Grants Committee announces that support will once again be available in fiscal year 2012-2013 for Dietrich School of Arts and Sciences faculty research projects in the humanities, social sciences, and natural sciences, including proposals of an inter-disciplinary nature.

The application deadline is **Friday, January 27, 2012**, though the Committee would appreciate having applications as soon as possible.

Individual grants will be made in two categories:

Type I. Third Term Research Stipends of \$4,000 for research activities in lieu of teaching. The purpose of this type of grant is to enable faculty members to be free from teaching duties during the Third Term in order to work full time on research projects.

Type II. Research Expense Grants in support of specific project expenses such as microfilming, research materials, travel to libraries and other sources of information and clerical assistance. Actual expenses from \$100 to \$3,500 will be considered. Full funding, even for successful proposals, cannot be guaranteed.

Eligibility is limited to tenure-stream or tenured Dietrich School faculty on the Oakland campus. Restrictions regarding eligibility for Type I and Type II funding are specified later in this announcement. Please read these carefully.

Applications for both types of grants must be received by the Committee Chair by Friday, January 27, 2012. **No late proposals will be accepted.** All applicants will receive confirmation that their application has been received. For Type II grants, no funds can be disbursed until July 1, 2012; however, the research projects of grant recipients may begin before that date. For Type I grants, stipends will be included with July 31, 2012 paychecks unless funds become available which may allow the stipends to be included in May and/or June salaries. Awards will be announced in the beginning of April. Unfortunately, this Committee cannot provide applicants with individual evaluations of proposals.

Application Format and Restrictions are explained in the following paragraphs of this announcement. Further information can be obtained from the Committee Chair, Lisa Brush (Telephone: 412.648.7595, E-mail: lbrush@pitt.edu)

ELIGIBILITY & APPLICATION PROCEDURE

Please follow these directions carefully!

TYPE I.

THIRD TERM RESEARCH STIPENDS OF \$4,000

To be eligible for a Type I stipend the applicant must not be employed during the Third Term in any way which makes it impossible to devote maximum time to research. Priority is given to faculty in the lower ranks and to those who have not previously received such a grant. Research projects for which funds are generally available from other sources will receive low priority.

Application Format: The application consists of four parts: (1) A cover sheet and current CV, including mention of all previous grants with amount and year; (2) an abstract summarizing the proposal in simple terms; (3) the proposal itself; and (4) a title sheet and self-addressed (campus) envelope. No application will be accepted unless it contains a current CV.

1. The cover sheet should be appended to a current CV and include the following information in the order listed here: (A) name of applicant, (B) faculty rank, (C) department, (D) university mailing address and extension, (E) applications pending or funding expected for the same period or the same

research, (F) type of grant (I or II), and (G) title of research project. Please indicate previous funding, both internal and external.

Faculty members who have received a Dietrich School grant within the last five years should also submit a brief (one to two paragraphs) statement describing the results of the project(s) funded.

2. The abstract (100-200 words) should summarize the proposal in simple terms.

3. The proposal should be written in such a manner that members of the Committee who are not experts in your field can understand your proposal. Technical jargon should be avoided.

Applicants are encouraged to bear in mind that the evaluators represent a wide range of disciplines in the humanities, natural sciences, and social sciences. The proposal should contain:

- (A) a statement of the problem;
- (B) the objectives and expected significance of the research;
- (C) if applicable to your field, the relationship of the research to the present state of knowledge in the field (with appropriate bibliographic references), a description of your own related previous work or, for applicants in writing or the arts, representative samples of your work; and
- (D) methods or procedure (how you expect to reach the stated objectives) and, if applicable, a description of data collection techniques and analysis.

The proposal itself should be limited to **six double-spaced pages including bibliographic references.** No offprints, photocopies, tapes or other examples of previous work should be enclosed. **Proposals that do not follow this format will not be reviewed.**

4. The title sheet and self-addressed envelope will be returned to the applicant to verify receipt of the proposal.

Copies: Twelve copies of the application should be sent to the Committee Chair, Lisa Brush, Department of Sociology, 2425 Posvar Hall.

TYPE I. RESTRICTIONS

Faculty members who have contractual obligations, including cash advanced for writing, or those engaged in traditionally compensated Third Term teaching or administrative assignments, or with other University or sponsored research

summer salary support, are not eligible for these grants.

Grants are not given for projects known to be lucrative commercial ventures, dissertation research, or curriculum development.

TYPE II. RESEARCH EXPENSE GRANTS

Type II grants are given to cover specific research project expenses for which other sources of funding are not available. Priority is given to faculty in the lower ranks and to new research projects; however, well-justified expenses for successful projects in the later stages of development are also considered.

Application Format: The application format for a Type II grant is the same as for a Type I grant, with the addition of a detailed budget.

The Budget: On a separate page, the project expenses should be itemized and justified in reasonable detail. Travel expenses should be explained in detail; transportation costs will be limited to coach class airfare. Applicants should submit the most recent airfare quotes from one of the University-designated travel agencies.

Copies: Twelve copies of the application should be sent to the Committee Chair, Lisa Brush, Department of Sociology, 2425 Posvar Hall.

TYPE II. RESTRICTIONS

Type II grants are not given for:

- travel for the purpose of attending conferences or symposia
- projects known to be lucrative commercial ventures
- dissertation research
- curriculum development
- travel for purposes of research that is otherwise funded
- materials or equipment which can be borrowed or are readily available locally
- typing of manuscripts

Library materials acquired under a grant are to be deposited in the University library when they are no longer needed for the project.

The University of Pittsburgh is an affirmative action, equal opportunity institution.