

School of Arts & Sciences Gazette

VOL. 42, NO. 2 November 08, 2010

Minutes of the Meeting of Arts & Sciences Council

Held on Wednesday, May 19, 2010 at 2:00 p.m.
In 910 Cathedral of Learning

In attendance: Dean N. John Cooper (Chair), Senior Associate Dean James F. Knapp, Associate Dean Nicole Constable, Associate Dean Juan Manfredi, Professors Jonathan Arac, Henry Block, Linda Jen-Jacobson, Diane Litman, Linda Penkower, Randall Walsh, and Mr. Grant Williams.

Not attending: Senior Assistant Dean Michelle Amato, Professors Barry Ames, Jerome Branche, Peter Karsten, Eric Moe, Ronald Linden (on leave), Paul Shepard, and Mr. P.J. Dillon.

1. Minutes of the Meeting held on March 19, 2010

Dean Cooper presented the minutes of the meeting held on March 19, 2010. Professor Randall Walsh made a motion to approve the minutes. Professor Jonathan Arac seconded the motion and it was carried unanimously.

2. Dean's Report

The Dean's Report was tabled until the next meeting.

3. Report from Arts and Sciences Undergraduate Council (Associate Dean Juan Manfredi)

Associate Dean Manfredi reported that Undergraduate Council met on March 22, on April 9, on April 14, and on April 30. On March 22 Undergraduate Council approved 11 new courses.

On April 9 the College Writing Board presented to Undergraduate Council their report and recommendation on the question of allowing writing for W courses to be done in languages other than English. They recommended that no change be made to the current requirement, which allows

writing to be done in other languages when appropriate within a discipline. Undergraduate Council accepted this recommendation. They also approved 14 new courses.

On April 14 the College Writing Board made a presentation to Undergraduate Council on W courses. Undergraduate Council approved 4 courses that the College Writing Board recommended. They also approved an amendment to the Bylaws of the Department of Political Science which defines a mechanism for approving new courses within the Department.

On April 30 Undergraduate Council approved a proposal from the Department of History of Art and Architecture and the Architectural Studies Program to change the Historic Preservation Certificate to a Historic Preservation minor. Undergraduate Council approved an amendment to the Bylaws of the Department of Neuroscience which defines a mechanism for approving new courses within the Department. They also discussed a draft of matrices and revised versions of the Foreign Language and Literature General Education Requirement.

Associate Dean Manfredi's report was accepted unanimously.

4. Report from Arts and Sciences Graduate Council (Associate Dean Nicole Constable)

Associate Dean Constable reported that Graduate Council met on March 26 and on April 16. On March 26 Graduate Council continued with their ongoing TA/TF department reviews and announced that a graduate student from the Department of German had received an ACLS Mellon Dissertation Completion Fellowship. On April 16 Graduate Council continued with their ongoing TA/TF department reviews and discussed a proposal for a Ph.D. in Film Studies. They also announced that a graduate student in the Department of History and Philosophy of Science had received an ACLS Mellon Dissertation Completion Fellowship, and that four Arts and Sciences graduate students had received NSF GRFP Fellowships.

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Associate Dean Constable's report was accepted unanimously.

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

Dean Cooper informed Council that the budgetary situation was remarkably stable. He reminded the Council that Arts and Sciences is operating at 95% of the FY 2009 base budget. He discussed with Council the outlook for the next few years, and noted that student numbers are at record highs.

6. Middle States Accreditation (Associate Dean Juan Manfredi)

Associate Dean Manfredi discussed with Council the upcoming Middle States re-accreditation review. He discussed the timeline for preparation for the review, and noted that the University has decided to make assessment the central part of the review.

7. Departmental Approval of Undergraduate Courses (Associate Dean Juan Manfredi)

Associate Dean Manfredi reminded Council that Undergraduate Council approved a proposal to allow departments to approve new courses. He circulated to Council a draft memo to departments about the change. Council discussed the draft memo and suggested small changes.

Associate Dean Manfredi's report was accepted unanimously.

8. Arts and Sciences Postdoctoral Program (Associate Dean Nicole Constable)

Associate Dean Constable reported to Council on the Arts and Sciences Fellow program. This is the first year of the program, and the goal is to have eight or more fellows in residence beginning in January. Associate Dean Constable noted that they had received approximately 100 applications. Council discussed the fellowship in detail.

Associate Dean Constable's report was accepted unanimously.

9. Film Studies Ph.D. Proposal (Associate Dean Nicole Constable)

Associate Dean Nicole Constable presented to Council a proposal for a Film Studies Ph.D. This Ph.D. is structured as a Ph.D. in Film Studies with a concentration in either English, Slavic, German, French, Hispanic, or History of Art and Architecture. Associate Dean Constable described the structure

of the program in detail.

Council reviewed the proposal and a thoughtful discussion ensued. After a vote, the proposal was accepted unanimously.

10. Other Business

Dean Cooper added to his report on the budget that construction of new laboratories for experimental physics is to be funded by a \$15 million NIST grant, and noted that sponsored research is doing well across Arts and Sciences.

With no other business the meeting was adjourned at 3:01 p.m.

**Minutes of the Meeting of
Arts & Sciences Council**
Held on Wednesday, September 22, 2010 at 1:30 p.m.
In 910 Cathedral of Learning

In attendance: Dean N. John Cooper (Chair), Senior Associate Dean James F. Knapp, Associate Dean Nicole Constable, Senior Assistant Dean Michelle Amato, Professors Jonathan Arac, Kathleen Blee, David Birnbaum, Jerome Branche, Joseph Grabowski, Peter Karsten, Diane Litman, Paul Shepard, Suzanne Staggenborg, Randall Walsh and GSO Representative Katie Moriarty

Not attending: Professors Graham Hatfull, Deane Root and GSO Representative Karen Adams

1. Election of Arts and Sciences Council Member as Vice Chairperson to Serve in Dean's Absence

Dean Cooper reminded members that, in Section III.7 of the Arts and Sciences Bylaws, it states that "The Council shall elect one of its members each year to be Vice Chairperson, who shall preside at the meetings of A&S Council and of the faculty in the absence of the Dean". Dean Cooper asked for nominations or volunteers for the position of Vice Chairperson. Senior Associate Dean Knapp was nominated for this position by Professor Jonathan Arac. Associate Dean Nicole Constable put forth a motion to re-elect Senior Associate Dean Knapp as Vice Chairperson. That motion was accepted unanimously.

2. Minutes of the Meeting held on May 19, 2010

Dean Cooper presented the minutes of the meeting held on

May 19, 2010. Professor Randall Walsh made a motion to approve the minutes. Professor Jonathan Arac seconded the motion and it was carried unanimously.

3. Dean's Report

- **David DeJong**, Chair of the Economics Department and Professor of Economics, has been named the University's new Vice Provost for Academic Planning and Resource Management.
- **Alberta Sbragia**, Professor of Political Science and Nordenberg Professor, has been named Vice Provost for Graduate Studies.
- **Juan Manfredi**, Associate Dean for Undergraduate Studies and Professor of Mathematics, has been named Vice Provost for Undergraduate Studies.
- **Steven Husted**, Professor in the Department of Economics, has been named Interim Dean of the Honors College.
- **Jeremy Levy**, Professor in the Department of Physics and Astronomy, was awarded a \$7.5 million U.S. Department of Defense grant to develop quantum computers.

4. Report from Arts and Sciences Undergraduate Council (Dean N. John Cooper)

Dean Cooper reported that the Arts and Sciences Undergraduate Council has not yet met.

Dean Cooper discussed the need to fill the Undergraduate Council Chair. He recommended that Professor Reid Andrews be Interim Chair to enable council to function pending the appointment of a new Associate Dean for Undergraduate Studies. Council supported this decision.

Dean Cooper updated Council on the status of the Undergraduate Council's most recent actions. The decision to invite each Department to propose a process for how it can improve its own undergraduate course changes was discussed. Senior Associate Dean James F. Knapp made a motion to accept the report. Professor Jonathan Arac seconded the motion and it was carried unanimously.

5. Report from Arts and Sciences Graduate Council (Associate Dean Nicole Constable)

Associate Dean Nicole Constable reported that the Arts and Sciences Graduate Council has not yet met.

The previous meeting minutes were discussed. Eleven Post Doc awardees from different departments will be here in January. Each will teach one course.

NRC data on graduate progress is finally being published and will be released Tuesday on-line.

Council asked questions clarifying the probable time line and disciplinary focus of the next round of post-doctoral fellowships.

Professor Peter Karsten made a motion to accept the report. Professor Joseph Grabowski seconded the motion and it was carried unanimously.

6. Update on the Budget (Dean N. John Cooper)

Dean Cooper discussed with Council the state of the Arts and Sciences budget within the context of the current economic environment. He presented an overview of revenues from grants and contracts and from tuition. Dean Cooper stated that Arts and Sciences sponsored research has grown to \$46.5 million in individual PI grants, plus \$15 million in the NIST grant for construction. On the tuition revenue front, the University is bringing in more students, with out-of-state enrollments in the freshman class up to 33%. This provides a buffer against the potential decline of the Commonwealth appropriation, which is not growing and is likely to shrink for next year. A discussion ensued clarifying the budget parameters. The Dean indicated that he does not yet have new revenues that would let him activate 2nd priority positions.

7. Slate for Nominating Committee (Dean N. John Cooper)

Dean Cooper summarized the role of the Nominating Committee and read the relevant sections from the Arts and Sciences Bylaws (Arts and Sciences Bylaws, Section III.13). He reminded Council members that a slate of candidates was to be advertised as per the Bylaws and presented at the Fall meeting of the faculty of the School of Arts and Sciences, after which the Nominating Committee of six members (two from each division of Arts and Sciences) shall be elected by ballot. Dean Cooper outlined the duties of the Nominating Committee within Arts and Sciences and the charge to that Committee. Paul Shepard shared supportive comments on

the role of the Committee. Dean Cooper pointed out that faculty members who served on the Nominating Committee in the previous year are not eligible to serve this year. He also emphasized the importance of not electing two faculty members in the same department. He then asked for nominations from Council of suitable candidates for the Nominating Committee, and suggested that as many departments as possible should be represented on the slate of nominees.

Council members then prepared a rank ordered list of nominees for the Nominating Committee. Professor David Birnbaum (Humanities), Professor Kathy Blee (Social Sciences), and Professor Joseph Grabowski (Natural Sciences) agreed to contact the nominees from their respective divisions to ascertain their willingness to serve if elected.

8. Set Dates and Agenda Items for Full Faculty Meeting (Dean N. John Cooper)

The date of Wednesday, October 27, 2010 from 3:00-5:00 p.m. was selected by Council, and the agenda was set.

9. Appoint Arts and Sciences Council Member from Social Sciences to A&S-PBC to a 3 year term (Dean N. John Cooper)

Dean Cooper outlined the structure of the membership of the Arts and Sciences Planning and Budget Committee and said the elected members serve three-year terms on the PBC. He pointed out that it was necessary to elect a member of Council from the Social Sciences division to serve on the PBC for a 3 year term.

Professor Randall Walsh volunteered to serve on the PBC for the Social Sciences vacancy and was elected unanimously to the position.

10. Accreditation and Assessment (Dean N. John Cooper)

Dean Cooper stated that the University is in entering the re-accreditation phase of the ten year accreditation cycle. He discussed the importance of accreditation through the Middle States Commission on Higher Education and indicated that appropriate committees were being formed under the leadership of the Provost. He reported that the University had decided to focus on assessment in the self study that is a key, early step in reaccreditation.

11. Other Business

With no other business the meeting was adjourned at 2:53 p.m.

Minutes of the Meeting of A&S Planning and Budgeting Committee

Held on Wednesday, March 3, 2010 at 2:00 p.m.
In 910 Cathedral of Learning

ATTENDING: Dean N. John Cooper (Chair), Senior Associate Dean James Knapp, Associate Deans Nicole Constable, Juan Manfredi, and Kelly Otter, Assistant Dean Barbara Vattimo, Senior Director of Undergraduate Studies Judith McConaha, Professors Jerome Branche, Marla Ripoll, Susan Harris Smith, and Stephen Weber, and Ms. Elizabeth Conforti.

NOT ATTENDING: Associate Dean W. Richard Howe, Senior Assistant Dean Michelle Amato, Director of Communications Carol Mullen, Professors Linda Jen-Jacobson and Peter Karsten, Mr. Donald Bonidie, Mr. Michael Dupuis, Ms. Megan Julian, and Mr. Panayiotis Neophytou.

1. Minutes of the meeting held on February 24, 2010

Dean Cooper presented the minutes of the meeting held on February 24, 2010. Assistant Dean Barbara Vattimo moved that the minutes be accepted. Associate Dean Nicole Constable seconded the motion and the minutes were unanimously approved.

2. Dean's Report

Tina and David Bellet Teaching Excellence Award, 2010:

- **Paul Gartside**, Associate Professor in the Department of Mathematics
- **Adam Leibovich**, Associate Professor in the Department of Physics and Astronomy

3. Planning Document

The contents of the faculty section, the graduate and undergraduate sections of assessment, the College of General Studies section, the undergraduate section of diversity, the resources section, the faculty section of diversity, and the facilities section were reviewed. The committee discussed these sections at length, and it was noted that the undergraduate

studies section would be amended to include material for the College of General Studies.

4. Other Business

The Dean noted that a few additional minor updates would be made to the document, and that a conclusion would be written. The Committee unanimously voted that the plan be accepted subject to finalization as outlined by the Dean.

With no further business the meeting adjourned at 3:42 p.m.

**ARTS AND SCIENCES
UNDERGRADUATE COUNCIL**
Minutes of the Meeting held Friday, April 30, 2010
151 Thackeray Hall at 3:00 pm

In attendance: Associate Dean Juan J Manfredi (Chair), G. Reid Andrews, Kirsten Fudeman, Michael Goodhart, Paula Grabowski, Neepa Majumdar, Susan Sesack, Janyce Wiebe, Jaime Levine, Alexander Zimmerman

Not attending: Bryan Hanks, Oscar Swan, Sara Grill, Reva Gorelick, Brian Slagle

1. Minutes

Minutes from the meeting on April 14, 2010 were unanimously approved.

2. New Business

Arts and Sciences Undergraduate Council reviewed an amendment to the bylaws of the Department of Neuroscience to institute a mechanism for approval of new courses within the department.

**ARTS AND SCIENCES
UNDERGRADUATE COUNCIL**
Minutes of the Meeting held Friday, April 14, 2010
151 Thackeray Hall at 1:00 pm

In attendance: Associate Dean Juan J Manfredi (Chair),

Kirsten Fudeman, Michael Goodhart, Paula Grabowski, Neepa Majumdar, Susan Sesack, Oscar Swan, Janyce Wiebe, Reva Gorelick, Brian Slagle, Alexander Zimmerman

Not attending: G. Reid Andrews, Bryan Hanks, Sara Grill, Jaime Levine

3. Minutes

Minutes from the meeting on April 9, 2010 were unanimously approved.

4. New Business

Arts and Sciences Undergraduate Council reviewed an amendment to the bylaws of the Department of Political Science to institute a mechanism for approval of new courses within the department.

Approved new courses

FR 0021: Approaches to French Literature – also granted the LIT and W requirements

ENGCOMP 0610: Composing Digital Media – also granted the W requirement

ENGCOMP 0620: Theories of Writing and Teaching – also granted the W requirement

ENGCOMP 1510: Writing Well: Grammar and Style – also granted the W requirement

**ARTS AND SCIENCES
UNDERGRADUATE COUNCIL**
Minutes of the Meeting held Friday, April 9, 2010
151 Thackeray Hall at 10:00 am

In attendance: Associate Dean Juan J Manfredi (Chair), G. Reid Andrews, Kirsten Fudeman, Michael Goodhart, Paula Grabowski, Neepa Majumdar, Susan Sesack, Sara Grill, Brian Slagle, Alexander Zimmerman

Not attending: Bryan Hanks, Oscar Swan, Janyce Wiebe, Reva Gorelick, Jaime Levine

5. Minutes

Minutes from the meeting on March 22, 2010 were unanimously approved.

6. New Business

Arts and Sciences Undergraduate Council formally acknowledged the passing of G. Alec Stewart, Dean of the University Honors College and expressed their appreciation of his significant contributions to the University.

The College Writing Board presented their report and recommendation on the question of whether to allow writing for writing-intensive courses to be done in languages other than English. They recommended that no change be made to the current writing requirement, which allows writing to be done in other languages. A&S-UC accepted the recommendation. The CWB report follows.

Approved new courses

LING 0135: Modern Standard Arabic 5

LING 0136: Modern Standard Arabic 6

LING 0311: Icelandic 1

LING 0312: Icelandic 2- also granted the FL requirement

LING 0313: Icelandic 3 - also granted the FL requirement

LING 0314: Icelandic 4 - also granted the FL requirement

LING 0505: Swahili 5

LING 0506: Swahili 6

LING 0515: Swedish 5

LING 0516: Swedish 6

PS 1910: Institute of Politics Internship Seminar
and Placement

ITAL 1032: Introduction to Italian Linguistics

PHYS 1376: Introduction to Biological Physics

BIOSC 0815: Genes and Diseases - also granted the NS
requirement

MEMORANDUM

TO: Arts and Sciences Undergraduate Council
Juan Manfredi, Associate Dean of Undergraduate Studies

FROM: College Writing Board; Beth Matway, Chair

DATE: 6 April 2010

RE: Report on Language and the Writing-Intensive Courses

In December of 2009, the Associate Dean of Undergraduate Studies and the Arts and Sciences Undergraduate Council charged the College Writing Board to study the question of whether Arts and Sciences should continue to include, in its writing-intensive course offerings, courses in which students write in a language other than English.

Our study has led us to conclude that the School of Arts and

Sciences should continue our current practice, which encourages all programs and majors to develop writing-intensive courses that meet the needs of their curriculum, their discipline, and their students, provided they follow the pedagogical guidelines approved by the Council. We do NOT recommend changing the guidelines to restrict these courses to writing in the English language.

The CWB solicited written comments from faculty across Arts and Sciences and conducted an open forum on Friday, March 19th. Faculty attending the forum demonstrated strong, unanimous, and eloquently-argued opposition to the idea of restricting writing-intensive courses to writing in English. Faculty submitting written comments (see attached document) also overwhelmingly support retaining the option for language programs to offer writing-intensive courses in the target language (L2).

- There appears to be no groundswell of concern among faculty about the possibility that some A&S students might fulfill a w-requirement by writing in a language other than English. Further, we have seen no evidence that students who do take a w-course in a second language actually write less well in English upon graduation than students who fulfill their w-requirement by writing only in English.

- Thus, the proposed policy change does not appear to respond to an observable deficiency or specific need among Arts and Sciences undergraduates. That is to say, there seems to be no empirically-identified problem that would be solved or addressed by restricting w-courses to writing in English.

- Instituting such a restriction would damage Pitt's reputation as a leader in the field of writing in the disciplines, since we would appear to be subscribing to a conception of writing (and literacy learning) that has been largely superseded.

- Our peer institutions in the field—such as Harvard, Cornell, Princeton, Yale, Duke, and George Mason—do allow writing-intensive courses in the languages (according to w-course guidelines published online).

- Improving the intellectual sophistication of our students' writing is a matter of good pedagogy (course design and teaching practice), not language. Faculty from several language programs have argued persuasively that their students writing in L2 do achieve a level of sophistication comparable to students writing in English in other majors.

- Our guidelines do not restrict w-courses to the upper divi-

sion; therefore, writing instruction in the disciplines currently takes place at every level of the curriculum. Student writing will necessarily be more advanced in some courses than in others, regardless of the language in which the students are writing.

- The original A&S writing requirement was modified in 1992, requiring students to take one writing-intensive course in their majors—explicitly for the purpose of teaching them to write within the particular discursive conventions of a given discipline. Language programs need to decide individually, according to the current configuration of their fields, whether their students can best fulfill this disciplinary purpose by writing in L2 or in English.

For all these reasons, the School of Arts and Sciences should continue to review all writing-intensive courses to evaluate whether their trajectory of assignments and classroom teaching practices will enable our students to develop as writers. There appears to be no reason, however, to prohibit writing-intensive courses of any language or discipline that meet this pedagogical standard.

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#### **Speakers at the forum:**

Steve Carr, Associate Professor of Literature and Composition, English

Lorraine Denman, Coordinator, Italian Language Program

Roberta Hatcher, Assistant Professor of French

Gonzalo Lamana, Assistant Professor, Hispanic Languages and Literatures

Beverly Harris-Schenz, Director of Undergraduate Studies, German, and former Associate Dean of Undergraduate Studies in Arts and Sciences

John Lyon, Department Chair, German

Uwe Stender, W-Course Instructor, German

Members of the College Writing Board present at the forum:

Beth Matway, Chair

Gretchen Bender, History of Art and Architecture

Lydia Daniels, Biological Sciences

Laura Dice, Freshman Programs, Office of the Associate Dean

Margaret Judd, Anthropology

Todd Reeser, French and Italian Languages and Literatures

Members of the Arts and Sciences Undergraduate Council present at the forum:

Juan Manfredi, Chair

## **ARTS AND SCIENCES UNDERGRADUATE COUNCIL**

Minutes of the Meeting held Wednesday, March 22, 2010  
151 Thackeray Hall at 1:00 pm

**In attendance:** Associate Dean Juan J Manfredi (Chair), G. Reid Andrews, Kirsten Fudeman, Michael Goodhart, Paula Grabowski, Bryan Hanks, Susan Sesack, Oscar Swan, Janyce Wiebe, Sara Grill, Jaime Levine, Brian Slagle

**Not attending:** Neepa Majumdar, Reva Gorelick, Cody Weiss

### **7. Minutes**

Minutes from the meeting on March 17, 2010 were unanimously approved.

### **8. New Business**

#### **Approved new courses**

SOC 1317: Sociology of Literature

SOC 1119: Global Perspectives on Popular Culture – also granted the F/IC-GLO requirement

LING 1725 Advanced ASL Structure

FR 1024: The Marvelous and the Fantastic – also granted the 2nd Course requirement

ENGLIT 1913: Advanced Research in Literature

ENGLIT 1914: Senior Honors Thesis

PS 1362: Comparative Political Behavior – also granted the SOC and F/IC-COM requirements

HIST 1716: Indian Ocean World History – also granted the GLO and NW requirements

LING 0721: Levantine 1

LING 0722: Levantine 2

LING 0723: Levantine 3

## **ARTS AND SCIENCES UNDERGRADUATE COUNCIL**

Minutes of the Meeting held Wednesday, March 17, 2010  
151 Thackeray Hall at 1:00 pm

**In attendance:** Associate Dean Juan J Manfredi (Chair), G. Reid Andrews, Kirsten Fudeman, Michael Goodhart, Paula Grabowski, Janyce Wiebe, Reva Gorelick, Jaime Levine, Brian Slagle

**Not attending:** Bryan Hanks, Neepa Majumdar, Susan Sesack, Oscar Swan, Sara Grill, Cody Weiss

### 1. Minutes

Minutes from the meeting on February 17, 2010 were amended as follows:

UC unanimously approved the final wording of a proposal to allow departments to approve new courses, as follows.

Arts and Sciences departments may adopt a procedure into their by-laws for approving new courses, subject to the procedure's approval by the Arts and Sciences Undergraduate Council. Departments adopting such procedures will no longer need to submit new course proposals to the Arts and Sciences Undergraduate Council. The procedure should specify criteria for evaluating course proposals, including standards relevant to the discipline when appropriate, and a mechanism for their review and approval. Each department adopting such a procedure should submit any new courses approved during the academic year, along with syllabi, to the Associate Dean for Undergraduate Studies. Approval for a course to fulfill an Arts and Sciences General Education Requirement must still proceed through Arts and Sciences Undergraduate Council.

### 2. Old Business

Revision to the French minors  
UC unanimously approved proposed revisions to the French Language and Literature and the French Studies minors.

## ARTS AND SCIENCES UNDERGRADUATE COUNCIL

Minutes of the Meeting held Wednesday, February 17, 2010  
151 Thackeray Hall at 1:00 pm

**In attendance:** Associate Dean Juan J Manfredi (Chair), Kirsten Fudeman, Michael Goodhart, Paula Grabowski, Bryan Hanks, Neepa Majumdar, Susan Sesack, Janyce Wiebe, Reva Gorelick, Jaime Levine, Brian Slagle

**Not attending:** G. Reid Andrews, Oscar Swan, Sara Grill, Cody Weiss

### 1. Minutes

Minutes from the meeting on December 9, 2009 were approved.

### 2. New Business

Miscellaneous

UC unanimously approved the final wording of a proposal to allow departments to approve new courses, as follows.

Arts and Sciences departments may adopt a procedure for approving new courses into their by-laws, subject to the procedure's approval by the Arts and Sciences Undergraduate Council. This procedure should specify criteria for evaluating course proposals, including standards relevant to the discipline when appropriate, and a mechanism for their review and approval. Each department adopting such a procedure should submit any new courses approved during the academic year, along with syllabi, to the Associate Dean for Undergraduate Studies. Approval for a course to fulfill an Arts and Sciences General Education Requirement must still proceed through Arts and Sciences Undergraduate Council.

## ARTS AND SCIENCES UNDERGRADUATE COUNCIL

Minutes of the Meeting held Wednesday, December 9, 2009  
151 Thackeray Hall at 2:30 pm

**In attendance:** Associate Dean Juan J Manfredi (Chair), G. Reid Andrews, Kirsten Fudeman, Michael Goodhart, Paula Grabowski, Neepa Majumdar, Oscar Swan, Stephen Hildebrand

**Not attending:** Bryan Hanks, Susan Sesack, Janyce Wiebe, Kate Marchetti, Sarah Miess, Sony Rane, Aster Teclay

### 1. Minutes

Minutes from the meeting on December 4, 2009 were approved.

### 2. Old Business

HAA 1907: IFTA "Architecture & the City in Central Europe: 19th and 20th Centuries" – approved

### 3. New Business

**Approved new courses**



LING 1726: Introduction to ASL-English Interpretation  
 ENGCMP 1901: UTA in Teaching and Tutoring Writing  
 MATH 1122: Actuarial Math 3  
 ENGFLM 0570: An Introduction to New Media – also  
 approved to fulfill the ARTS requirement  
 CHEM 1810: Chemical Biology  
 FILMST 0120: Basic Digital Photography  
 NROSCI 1900: Internship  
 LING 1250: History of Language in America – also  
 approved to fulfill the HIST requirement  
 BIOSC 1005: Introduction to Biochemistry Laboratory  
 BIOSC 1285: Genomics Laboratory  
 BIOSC 1310: Wetland Ecology and Management

## ARTS AND SCIENCES UNDERGRADUATE COUNCIL

Minutes of the Meeting held Friday, December 4, 2009  
 151 Thackeray Hall at 3:00 pm

**In attendance:** Associate Dean Juan J Manfredi (Chair), G. Reid Andrews, Kirsten Fudeman, Michael Goodhart, Paula Grabowski, Neepa Majumdar, Susan Sesack, Oscar Swan, Janyce Wiebe, Stephen Hildebrand, Aster Teclay

**Not attending:** Bryan Hanks, Kate Marchetti, Sarah Miess, Sony Rane

### 1. Minutes

Minutes from the meeting on November 18, 2009 were approved.

### 2. New Business

#### General Education Requirements

Revision to the description of writing-intensive (W) courses and guidelines – the description of the General Education Requirement for Two Writing-Intensive Courses was amended to read:

Two Writing-Intensive Courses. After completing an introductory composition course, each student must complete two courses that are designated as writing-intensive (W-courses) or one W-course and a second English composition course. Students must satisfy one element of this requirement within their major field of study. W-courses are designed to teach writing within a discipline through writing assignments that are distributed across the entire term. Students should pro-

duce at least 20-24 pages of written work; a significant portion of this work should be substantially revised in response to instructor feedback and class discussion.

#### The learning outcomes for the W-courses are:

1. Students will use writing to engage in the modes of inquiry appropriate to the discipline, demonstration depth and breadth of understanding, commitment to accuracy, and informed analysis.
2. Through substantial revision, students will demonstrate that they are able to make decisions about the purpose, logic, and design of their own writing.
3. Students will be able to write coherently about complex issues and ideas, with attention to alternative positions, competing explanations, or disputed conclusions.
4. Students will write with precision, clarity, and fluency, demonstrating awareness of textual conventions appropriate to the discipline (including its practices of citation and documentation).

**Note:** Complete guidelines for designing and teaching Writing-Intensive Courses are available online at [www.wac.pitt.edu](http://www.wac.pitt.edu).

#### Approved new courses

ITAL 1069 Literature into Film in the Italian Tradition  
 GER 1540 Nietzsche and the Nietzscheans –also granted the 2nd Course requirement  
 GER 1542 Marx and Marxism – also granted the PHIL requirement  
 GER 1544 Freud and the Freudians – also granted the PHIL requirement  
 BIOSC 1905 Honors Research Writing Practicum – also granted the W requirement

Existing courses approved to fulfill a General Education Requirement

FR 1079 Cinema and the Postcolonial – granted the ARTS and 2nd Course requirements

## ARTS AND SCIENCES UNDERGRADUATE COUNCIL

Minutes of the Meeting held Wednesday, November 18, 2009  
 151 Thackeray Hall at 3:00 pm

**In attendance:** Associate Dean Juan J Manfredi (Chair), G. Reid Andrews, Kirsten Fudeman, Michael Goodhart,

Paula Grabowski, Neepa Majumdar, Susan Sesack, Oscar Swan

**Not attending:** Bryan Hanks, Janyce Wiebe, Stephen Hildebrand, Kate Marchetti, Sarah Miess, Sony Rane, Aster Teclay

### 1. Minutes

Report and minutes from the meeting on October 30, 2009 were approved.

### 2. Miscellaneous Business

Selection of the recipient for the 2010 Ampco-Pittsburgh Prize for Excellence in Advising – A&S Undergraduate Council agreed upon and selected the recipient of this prize.

### 3. Old Business

Arabic Studies certificate – A&S Undergraduate Council approved the certificate under the title Arabic Language and Linguistics.

### 4. New Business

#### Approved courses

- ENGWRT 0600 Introduction to Nonfiction
- GER 1546 Nazi Culture: Film in the Third Reich – approved; also granted the F/IC-REG requirement.
- GER 1548 New German Cinema – approved; also granted the F/IC-REG requirement.
- ENGFLM 1483 Film Sound – approved; also granted the ARTS requirement.
- AFRCNA 1420 Power and Performance in Africa – approved; also granted the SOC, NW, and F/IC-REG requirements.

## ARTS AND SCIENCES UNDERGRADUATE COUNCIL

Minutes of the Meeting held Friday, October 30, 2009  
151 Thackeray Hall at 2:15 pm

**In attendance:** Associate Dean Juan J Manfredi (Chair), Neepa Majumdar, Susan Sesack, Oscar Swan, Stephen Hildebrand

**Not attending:** G. Reid Andrews, Kirsten Fudeman, Michael Goodhart, Paula Grabowski, Bryan Hanks, Janyce Wiebe, Kate Marchetti, Sarah Miess, Sony Rane, Aster Teclay

### 1. Minutes

Minutes from the meeting on April 24, 2009 were approved.

### 2. Miscellaneous Business

#### Review of 2009 retention and graduation report

Associate Dean Manfredi presented the report to A&S Undergraduate Council.

#### Assessment Update

Associate Dean Manfredi provided an update on the assessment process.

#### Email policy in course syllabi

A&S Undergraduate Council elected to recommend inclusion of the University's email policy in course syllabi. The statement should include the link to the policy and instructions on forwarding email to another account.

#### Revisions to the New Course Proposal form

A&S Undergraduate Council approved revisions to the New Course Proposal form.

Existing Courses approved to Fulfill a General Education Requirement

ITAL 1065 Lyric Poetry: Approved to fulfill the LIT requirement.