

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

**October 21, 2024
1:30 pm-2:30 pm
910 CL Conference Room**

Council Members present: Dean Adam Leibovich (Chair), Associate Dean for Graduate Studies Jonathan Woon (Vice Chair); Elected Members: Jon Johnson, Laura Lovett, Brian Stewart, Caro Pirri, José Cheibub, Chiara Montera, Liann Tsoukas, Jennifer Waldron, and Satish Iyengar; Divisional Chair Representatives: Margaret Judd; Dietrich School GSO Representatives: Claire McLean and Laura Beghini Chelidonopoulos; Dietrich School SGB Representatives: Mercy Akanmu

Council Members not present: Elected Members: Drew Armstrong, Robin Brooks, Russell Clark; Divisional Chair Representatives: Adam Shear and Yu Cheng; Dietrich School SGB Representatives: Sophia Chebli

Dean's Office Personnel present: Associate Dean for Faculty Affairs Todd Reeser, 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 Maryellen Gannon, Administrative Coordinator Emma Wallace-Potts

Dean's Office Personnel not present:

Associate Dean for Undergraduate Studies and CGS Adriana Helbig

Minutes

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

1. Dean's Report (Dean Adam Leibovich)

Dean Leibovich reviewed the Dean's Report distributed before the meeting. He asked for any additional feedback from Council members and the report was amended.

October 21, 2024

Dean's Report

- Tony Novosel – Department of History – honored as one of the 2024 Sheth International Achievement Award recipients under the Distinguished Faculty Awards for International Achievement.
- Chris Papst – CGS Alum – won an Emmy Award from The National Academy of Television Arts & Sciences in the “Outstanding Regional News Story” category
- Marc Coutanche – Department of Psychology – elected as board secretary of the Federation of Associations in Brain and Behavior Sciences (FABBS)
- Sam Woolley – Disinformation Studies – announced as the Association of Internet Researcher's 2024 Nancy Baym Book Award Winner
- Gabriella Zuccolotto – Department of Geology and Environmental Science – awarded a 3-year NASA FINESST

fellowship as a Dietrich School PhD Student

- Elizabeth Votruba-Drzal – Department of Psychology – named as the next director of the Learning Research and Development Center (LRDC)
- Michelle Ward – Department of Chemistry – received the ACS Pittsburgh Women’s Chemistry Committee (WCC) award for Encouraging Women into the Chemical Sciences
- Tao Han – Department of Physics & Astronomy – won the American Physics Society APS 2025 Meenakshi Narain Mentoring Award

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

Senior Director Derek Fischer presented the report in the absence of Associate Dean Adriana Helbig.

September 18, 2024 – Undergraduate Council Meeting:

1. New business:
 - a. Associate Dean Helbig opened the meeting and provided an overview of Undergraduate Council’s roles and responsibilities and led a robust conversation regarding the same.
 - b. Associate Dean Helbig reviewed the process for revising the Cross-Cultural Awareness

general education requirement.

The proposal to revise this general education requirement will be made at Dietrich School Council on September 18, 2024, and if approved, would be included for discussion at the Full Faculty Meeting in October. Associate Dean Helbig requested anyone interested in helping to lead the conversation at the Full Faculty Meeting to let her know.

October 2, 2024 – Undergraduate Council Meeting:

1. New business: Courses to meet General Education Requirements
 - a. ENGLIT 1130 John Milton and His Literary Afterlives
 - i. Literature
 - b. RELGST 0500 What is Religion?
 - i. Social Science
 - c. RELGST 0710/JS 0710/SOC 0339 Sociology of Religion
 - i. Social Science
 - d. RELGST 1441 Islam and Race in the American Ummah
 - i. Diversity
 - ii. Historical Analysis
 - e. SLAV 0873 Cinema after Socialism: Contemporary Film in Eastern Europe, Central Asia, and the Russian Federation
 - i. The Arts
 - ii. Geographic Region
 - iii. Cross-Cultural Awareness
 - f. THEA 1349 Disability and Performance
 - i. Diversity
 - ii. The Arts

The report was moved, seconded, and approved by Council.

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

CGS Council has not met this term. There are no updates to report at this time.

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

Associate Dean Jonathan Woon presented the report.

October 1, 2024 Meeting

Associate Dean's Updates

Associate Dean Woon shared that the recent Fall DGS Meeting's theme was "Assessments: Nice Things to Share," featuring panels and discussions about programs' innovative practices as inputs or outputs of their graduate assessment processes. He announced good news that faculty in Chemistry, in collaboration with faculty from Psychology, have been awarded a grant from the Department of Education for Graduate Assistance in Areas of National Need.

Assistant Deans' Updates

Assistant Dean Coutanche advised that the fellowship dates for the upcoming year are all planned. The GSO met a week ago to discuss issues related to spending and policy changes and expressed concern about signage for gender-neutral restrooms.

Department response to Anthropology & Neuroscience TA/TF Review

Council discussed the responses submitted by the departments. Discussion of Academic Integrity Code Associate Dean Woon advised that the updates to the "responsibilities" section suggested by the joint committee and approved by the DSAS Councils have been incorporated. Members continued to express interest in changes to the Code that could provide greater clarity around academic integrity issues that may arise outside of classroom settings concerning graduate students and graduate faculty. Discussion English Proficiency Admissions Exemptions Council discussed challenges regarding English language proficiency requirements for applicants from countries where English is one of several official languages and raised questions about the University's guidelines. Graduate Council took no formal program actions.

The report was moved, seconded, and approved by Council.

5. Dietrich School Bylaws (Dean Adam Leibovich)

Dean Leibovich explained that the School needs to update its bylaws and Dietrich School Council will begin its review later this fall. The areas of focus include updating outdated language, reviewing the composition of the School's permanent councils and committees, and ensuring compliance with the CBA. Revision to the bylaws will require a vote of the full faculty and Dean Leibovich anticipates a vote happening in the spring term.

6. Discussion of Workload Policy (Dean Adam Leibovich and Associate Dean Todd Reeser)

Dean Leibovich reintroduced the discussion of the workload policy, as a continuation from last month's Council meeting, before passing this topic to Associate Dean Reeser. Associate Dean Reeser explained that he and the faculty affairs staff have held three 90-minute meetings with unit heads to gather their feedback on the first draft of the workload policy.

Council members asked when workload policy guidance will be shared at the unit level. Dean Leibovich explained that final guidance will likely be shared in the spring, but some units have begun discussions. Director of Faculty Affairs Kelly Lloyd expressed that conversations can be had with faculty about the broad changes that will need to happen to be in compliance with the CBA.

7. Other Business

Council adjourned with no further business.

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

**November 20, 2024
2:00 pm-3:00 pm
910 CL Conference Room**

Council Members present: Dean Adam Leibovich (Chair), Associate Dean for Graduate Studies Jonathan Woon (Vice Chair); Elected Members: Brian Stewart, Caro Pirri, Drew Armstrong, Jennifer Waldron, Jon Johnson, Laura Lovett, Chaira, Montera, Liann Tsoukas, Robin Brooks, Russell Clark, and Satish Iyengar; Divisional Chair Representatives: Adam Shear, Margaret Judd, and Yu Cheng; Dietrich School GSO Representatives: Laura Beghini Chelidonopoulos

Council Members not present: Elected Members: José Cheibub; Dietrich School GSO Representatives: Claire McLean; Dietrich School SGB Representatives: Mercy Akanmu and Sophia Chebli

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

Dean's Office Personnel not present: N/A

Minutes

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

8. Dean's Report (Dean Adam Leibovich)

Dean Leibovich reviewed the Dean's Report distributed before the meeting. He asked for any additional feedback from Council members. No additions or changes were made.

November 20, 2024

Dean's Report

- Raed (El) Rafei - Department of English - Tripoli / A Tale of Three Cities to premiere at International Documentary Film Festival (IDFA) in Amsterdam
- Pernille Røge - Department of History - received a Fulbright-Hays Group Projects Abroad Grant from the Department of Education
- Chengcheng Huang – Departments of Mathematics and Neuroscience - won a National Science Foundation (NSF) CAREER Award
- Barbara Skinner - former Department of Chemistry undergraduate - received this year's Heroes of Chemistry Award from the American Chemical Society (ACS)
- Aaron Henderson – Department of Studio Arts - selected as the Artist in Residence for the Beaver County Marcellus Awareness Community (BCMAC)

- Barbara Weissberger – Department of Studio Arts - residency at the Virginia Center for the Creative Arts (VCCA)
- Tony Carey – Department of Political Science – received the American Political Science Association (APSA) Adaljiza Sosa-Riddell Award for Mentoring of Latino/a Junior Faculty
- Justin Kitzes – Department of Biological Sciences - Google research gift for work related to “Perch Kitzes Lab”
- Paula Kane – Department of Religious Studies – received the American Catholic Historical Association (ACHA) Lifetime of Distinguished Scholarship Award

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

Associate Dean Adriana Helbig presented the report.

The report was moved, seconded, and approved by Council.

October 30, 2024 – Undergraduate Council Meeting:

New business:

1. Associate Dean Helbig opened the meeting and introduced new Student Government Board representative Shanthi Bhaskar, who is replacing Ashley White. Shanthi is a Junior majoring in Computational Biology with minors in Chemistry and Economics.

2. Program Proposals:

- a. Political Science BA (modification) – Dietrich School Undergraduate Council reviewed the proposal to modify the Political Science BA to increase the number of required credits from 33 to 36. The proposal was moved, seconded, and unanimously approved by Undergraduate Council.
- b. Political Science BS (modification) – Dietrich School Undergraduate Council reviewed the proposal to terminate the Political Science BS. Only 2 students in 8 years were enrolled in the BS option and the courses required for the degree are no longer offered. The proposal was moved, seconded, and unanimously approved by Undergraduate Council.
- c. Anthropology Minor (new) – Dietrich School Undergraduate Council reviewed the proposal for a new Anthropology Minor. The proposal was moved, seconded, and unanimously approved by Undergraduate Council.

3. Courses to meet General Education Requirements

- a. ENGWRT 0610 Introduction to Journalism and Nonfiction
 - i. Creative Work
- b. THEA 1343 World Theatre: 1890-Present
 - i. Diversity
- c. QUECH 1615 Indigenous Language and Culture in the

Andes and Beyond: Global
Quechua

- i. Diversity
- ii. Global Issues
- iii. Cross-Cultural Awareness

4. Other Business

- a. Chinese BA – The department proposed the following modifications to the major:
 - i. The department is adding a new course (CHIN 0177), which will be offered for the first time in Fall 2024, to the Chinese major requirements.
 - ii. The department is also adding CHIN 0083, which was first offered in Spring of 2021, but has not yet been added to the major curriculum.
 - iii. These changes will have no negative effect on any students currently enrolled in the Chinese major.
 - iv. The proposal was moved, seconded, and unanimously approved by Undergraduate Council.

- b. Japanese BA - The department proposed the following modifications to the major:
 - i. The department is adding a course from the Business school, which has regularly been offered as part of Pitt in Japan, to the list of courses that fulfill

Japanese major
requirements.

- ii. This change will have no negative effect on any students currently enrolled in the Japanese major.
- iii. The proposal was moved, seconded, and unanimously approved by Undergraduate Council.

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

CGS Council has met, but they did not have anything to report for this meeting.

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

Associate Dean Jonathan Woon presented the report.

The report was moved, seconded, and approved by Council.

November 12, 2024 Meeting

Associate Dean's Updates

Associate Dean Woon shared that he has been communicating with the Office of the Provost about the University's English proficiency regulations for admissions and advised that the Provost's Office will review waiver requests regarding undergraduate institutions where English is the primary language of instruction. He also shared that Council will be inviting guests to future meetings to discuss pedagogy

courses, mentoring, financial wellness, and experiential learning.

Assistant Dean's Updates

Assistant Dean Coutanche has been participating in the Sociology TA/TF review and working on procedures for tracking annual meetings of dissertation committees.

Department response to French & Italian TA/TF Review

Council discussed the responses submitted by the department and the response was accepted by unanimous consent.

Discussion of Academic Integrity Code

Associate Dean Woon proposed that Council continue its work addressing and clarifying expectations around academic integrity issues arising in the graduate education context. A subcommittee was formed to develop a Graduate Council statement supplementing the academic integrity code, with a goal of producing a document in the spring term. Faculty members Marc Coutanche, Armin Schikorra, and student member AbryAnna Henderson agreed to serve on the ad hoc subcommittee.

Discussion of Graduate Faculty Regulations

Council discussed three recommendations from the UCGS subcommittee's final report and agreed to move forward with revising school-level standards and policies.

Graduate Council took no formal program actions.

12. DEIA/CES Language in Tenure Criteria and Promotion Guidelines (Associate Dean for Faculty Affairs Todd Reeser and

Associate Dean for Equity, Faculty Development, and Community Engagement Natasha Tokowicz)

Dean Leibovich provided an overview of the proposed guidelines to credit DEIA/CES activities toward tenure and promotion. Associate Dean Reeser and Associate Dean Tokowicz described the consultative process that occurred as this language was being drafted. Council discussed the proposed changes.

The proposal to add DEIA/CES Language in Tenure Criteria and Promotion Guidelines, as presented, was moved, seconded, and approved by Council. The proposal will now move to the Office of the Provost for review. Once final, the Dietrich School website will be updated to reflect this change.

13. Research Faculty Ranks and Promotion Criteria (Associate Dean Todd Reeser)

Associate Dean Reeser presented the proposal, which was drafted with the assistance of a 5-person committee (including two faculty in the Research ranks) and after consulting with all departments that have research faculty. The proposal creates the ranks of Research Instructor II and Research Senior Instructor and establishes promotion criteria for the ranks of Research Associate Professor, Research Professor, Research Instructor II, and Research Senior Instructor.

Research Professor and Research Instructor tracks are distinct in terms of whether a terminal degree is held: the Research Professor track requires a PhD, while the Research Instructor track requires a master's degree.

The proposal to add Research Faculty Ranks and Promotion Criteria to the Criteria for Promotion, Appointment, Evaluation, and Reappointment of Appointment Stream Faculty, as presented, was moved, seconded, and approved by Council. The proposal will now move to the Office of the Provost for review. Once final, the Dietrich School website will be updated to reflect this change.

14. Dietrich School Workload Policy (Dean Adam Leibovich and Associate Dean Todd Reeser)

Dean Leibovich and Associate Dean Reeser presented the draft workload policy. Recent edits reflect extensive conversations Associate Dean Reeser had with Council members, department chairs, program directors, center directors, and institute directors. Units will submit proposals for unit-specific workload policies to the Dean's Office for approval and oversee negotiable implementation. There will

be a trial period once units implement the workload policy to revisit items and adjust, as needed.

The Dietrich School Workload Policy, as presented, was moved, seconded, and approved by Council. The policy will now proceed to the Office of the Provost for final approval.

15. Dietrich School Bylaws (Dean Adam Leibovich and Associate Dean Todd Reeser)

Dean Leibovich shared that in the next meeting, Council will begin reviewing possible updates to the School-level bylaws, a process that will happen in pieces over several meetings. Dean Leibovich expects to call a full faculty meeting in the spring for a vote on the revised bylaws.

16. Other Business

Council adjourned with no further business