

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

**December 3, 2025  
11:15 am-12:00 pm  
910 CL Conference Room**

**Council Members present:** Dean Adam Leibovich (Chair), Associate Dean, Equity, Faculty Development, and Community Engagement Natasha Tokowicz (Vice Chair); Elected Members: Andrea Maxwell, Andrew Lotz, Brian Stewart, Caro Pirri, Delanie Jenkins, Erica McGreevy, Jennifer Waldron, José Cheibub, Juan Manfredi, Liann Tsoukas, Melinda Ciccocioppo, and Satish Iyengar; Divisional Chair Representatives: Adam Shear, Jeffrey Lawrence, and Luca Rigotti

**Council Members not present:** Elected Members: Chiara Montera, Niklas Frykman, and Robin Brooks; GSO Representatives: Emanuelle Silva-Chelles and Seda Baykal; SGB Representatives: Sofia Doval and Brendan White

**Dean's Office Personnel present:** Associate Dean for Faculty Affairs Todd Reeser, Associate Dean for Research and Faculty Recruitment Hannah Johnson, Associate Dean for Undergraduate Studies and CGS Adriana Helbig, Executive Director of Administration Jessica Hatherill, Director of Executive Operations Maryellen Gannon, Administrative Coordinator Emma Wallace-Potts

**Dean's Office Personnel not present:**

Associate Dean for Graduate Studies Jon Woon, Senior Director for Undergraduate Studies and the College of General Studies Derek Fischer

**Invited Guests:** Matt Kanwit and Valerie Oke

In her role as Vice Chair, Associate Dean Natasha Tokowicz welcomed the Council members and thanked them for attending on behalf of Dean Leibovich, who was late to the meeting.

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

Associate Dean Tokowicz presented the report on behalf of Dean Adam Leibovich.

- RJ Thompson – Department of English – has been selected as the 2025 Dr. Tom Baker Community Leader Award by Get Involved, Inc.
- Seth Okyere – Department of Urban Studies – won the Emerging Scholar Award for achievements in scholarship, leadership, mentorship and community engagement which embody the legacy of Dean Emeritus Larry E. Davis.
- Clark Chilson – Department of Religious Studies – published “On Being Nonreligious in Contemporary Japan” with Bloomsbury
- Kamryn Abrial, a senior social work major, and Emma Young, an undeclared first-year student, won \$750 PA TRIO Scholarship Awards. Kate Parker won a \$750 Pitt TRIO McNair Scholarship.

# ▶▶▶▶▶ Gazette

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

Associate Dean Adriana Helbig presented the report. (See Attachment 1).

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)

There is no report at this time.

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

Dean Leibovich presented the report on behalf of Associate Dean Woon. (See Attachment 2).

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

5. Teaching Assessment Plan (Associate Dean for Faculty Affairs Todd Reeser)

Associate Dean Todd Reeser presented updates to the draft Teaching Assessment Plan. Conversation ensued. Several revisions were suggested. Final changes to language were unanimously approved, and Council voted collectively to accept the edited version of the Teaching Assessment Plan.

The plan will be sent to the Office of the Provost for possible approval.

6. Election of the Faculty Grants Committee members (Dean Adam Leibovich)

Dean Leibovich informed Council of their role in voting for new members to join the Faculty Grants Committee and presented the slate to fill current vacancies on the committee. Council approved the election slate unanimously.

The ballot for the election will be sent to voting members of Council following today's meeting.

Council would like the Faculty Grants Committee roster listed on the Dietrich School's website.

7. Other Business

Council adjourned with no further business.

**Attachment 1  
Dietrich School Undergraduate Council  
Report  
November 3, 2025 Meeting**

New business:

1. Program Proposal:
  - A. Digital Narrative and Interactive Design BA/BS Modification- The Dietrich School Undergraduate Council reviewed a proposal from the joint program between Dietrich's English department and the School of Computing and Information to modify the BA/BS program. The requested modifications are as follows:

- i. Introductory Programming
    - 1. The courses DO NOT count towards the DNID major, nor the human-centered computing core.
  - ii. The Human-Centered Computing Core
    - 1. Intermediate Programming: Students complete one of the following: CMPINF 0401, or INFSCI 0201
    - 2. User-Centered Design: Students complete all courses in this cluster including INFSCI 0410; One of the following Web Design Courses (INFSCI 1420, INFSCI 1570 or CS 1520); One of the following HCI/User Interface Design Courses (CS 1540, CS 1635, or CS 1637)
      - a. Students in game design will complete INFSCI 1470
    - 3. Data Analytics and Processing: Students complete one of the following: INFSCI 510 or CS 0445
  - iii. Capstone
    - 1. SCI Capstone (INFSCI 1740/1750/1760; CS Directed/INFSCI Independent Study)
    - 2. ENGLSH 1922 is being added as a capstone to the DNID program for English
- B. The proposal was moved, seconded, and passed.
- Digital Narrative and Interactive Design BA/BS Modification Approved**
- 2. Course to Meet General Education Requirements:
    - A. ANTH 1554/ENGLIT 1145 Ancient Futures: Reading Speculative Fiction Through Archaeology proposed to meet Literature and Social Science general education requirements.
      - i. Motion to approve as Literature gen. ed. was made, seconded, and approved.
      - ii. Motion to approve as Social Science gen. ed. was made, seconded, and approved.
      - iii. **ANTH 1554/ENGLIT 1145 approved for Literature and Social Science general education requirements.**
    - B. ENGFLM 1251/FMST 1251 Cinemas of the Middle East and North Africa proposed to meet Diversity and Cross-Cultural Awareness general education requirements.
      - i. Motion to approve as Diversity gen. ed. was made, seconded, and approved.
      - ii. Motion to approve as Cross-Cultural Awareness gen. ed. was made, seconded, and approved
      - iii. **ENGFLM 1251/FMST 1251 approved for Diversity and Cross-Cultural Awareness general education requirements.**
    - C. CLASS 1064 Origins of Medical and Scientific Terminology proposed to meet Historical Analysis, and Geographic Region general education requirements.
      - i. Motion to approve as Historical Analysis. ed. was made, seconded, and approved.

- ii. Council discussed the proposal for the Geographic Region gen. ed. and requests that the syllabus be revised to demonstrate the Geographic Region requirement is covered throughout the timeline of the course (specifically in the coverage of the Middle Ages and Modern eras).
- iii. **HAA 1028 approved for Historical Analysis general education requirement.**

**Attachment 2  
Dietrich School Graduate Council Report  
November 19, 2025 Meeting**

**Associate Dean’s Updates**

Associate Dean Woon reported on the Baranger Teaching Award luncheon recognizing excellent graduate student teaching and on a successful, informative job-market workshop, noting strong participation from faculty, students, and alumni. The Graduate Studies Office also circulated our November newsletter, which highlighted mentoring initiatives. He shared that a working group is developing shared principles for ensuring the long-term sustainability of graduate programs and admissions. He also noted the Chancellor’s upcoming visit to the Dietrich School will feature student success, including graduate student Three Minute Thesis presentations.

**Assistant Deans’ Updates**

- Assistant Dean Coutanche noted that he is participating in TA/TF Reviews for the Philosophy and Communication

programs. All internal fellowship memos have been communicated out, and committee meetings are all scheduled.

- Assistant Dean Capo provided updates, noting the successful November 10th ceremony for the Award for Excellence in Graduate Mentoring, which honored Prof. Chris McKennan and Prof. Peng Liu. She reported on recruiting trips to the University of Puerto Rico and the annual SACNAS conference, as well as potential partnerships with the School of Business. She also reported on plans for future mentoring workshops.

**Discussion- Revising Grad Assessment Process**

The Council continued its discussion of streamlining the graduate assessment process, considering different modes of student participation and agreeing that while some form of involvement should be included, departments and programs may implement it in the manner their graduate students prefer.

**Discussion - Foundations of Graduate Mentoring**

The Council discussed developing Dietrich-specific mentoring offerings—building on the Foundations of Graduate Mentoring program—and agreed that formats should be tailored to different faculty groups, with broad faculty participation supported by the Graduate Council and Dean’s Office.

**Discussion - Manders Fund**

The Council discussed plans for distributing a new graduate endowment fund and encouraged

using existing processes to avoid creating additional burdens, while requesting information on other student resource funds. Associate Dean Woon will follow up at the next meeting.

**Discussion - Review of Graduate Studies Website**

Council discussed suggestions for improving the A&S Graduate Studies website, focusing on how well it addresses the needs of its target audiences: faculty members, current students, and prospective students.

**Dietrich School Planning and Budgeting Committee**

**Thursday, December 4, 2025  
10:00-11:00 am  
910 CL Conference Room**

**Council Members present:** Dean Adam Leibovich; Elected Faculty Members: Paula Kane, Stephanie Wang, Jennifer Keating, and Anne Yust; Dietrich School Staff Representatives: Christopher Longo, Ashley Martin, Stacey Adams, and Sarah Elizabeth Baumann; Appointed Faculty Members: Delanie Jenkins, José Cheibub, and Juan Manfredi; Graduate Student Organization Members: Quinn Dunlap

**Council Members not present:** Elected Faculty Members: Anne Carlson and Horia Dijmarescu; Graduate Student Organization Members: Angel Rojas, Athiana Tettaravou; Dietrich School Staff Representatives: Dylan Nicholas Knapp-Scott

**Dean’s Office Personnel present:** Associate Dean for Undergraduate Studies and CGS Adriana Helbig, Associate Dean for Research and Faculty Recruitment Hannah Johnson, Associate Dean for Faculty Affairs Todd Reeser, Associate Dean for Equity, Faculty Development, and Community Engagement Natasha Tokowicz, Executive Director for Administration Jessica Hatherill, Executive Director of Financial/Physical Resources Patrick Cunningham, Senior Director of Undergraduate Studies and CGS Derek Fischer, Senior Director for Budget and Finance Mathew Romick, Director of Executive Operations Maryellen Gannon, and Administrative Coordinator Emma Wallace-Potts

**Dean’s Office Personnel not present:** Associate Dean for Graduate Studies Jonathan Woon, Executive Director of Development Joshua Bow, and Director of Communications and Undergraduate Recruitment Carol Mullen

1. Welcome (Dean Adam Leibovich)  
Dean Leibovich thanked everyone for coming and shared the agenda for the day.
2. Teaching Assessment Plan (Associate Dean Todd Reeser)  
Associate Dean Reeser presented updates to the Teaching Assessment Plan, as unanimously approved by Dietrich School Council.

This document will be sent to the Office of the Provost for approval. Discussion about next steps and implementation ensued.

3. Major proposal: Strategic Communication  
for Media Professionals (Associate Dean  
Adriana Helbig)

Associate Dean Helbig presented the  
proposal. Dean Leibovich highlighted how  
this better aligns with programs within CGS  
and their disciplinary departments.  
Discussion ensued.

With no further business to discuss the  
meeting was adjourned.