

## Minutes of Senate Faculty Affairs Committee Meeting

November 2020

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Date and time:	November 10, 2020, 11:00 am – 12:30 pm
Location:	Zoom
Present:	Chris Bonneau, Helen Cahalane, Lorraine Denman, Tom Diacovo, Irene Frieze, Vicki Gamble, Ashley Hill, Christine Jackson, Robin Kear, Marty Levine, Patrick Loughlin, Rachel Rubin, David Salcido, Vinayak Sant, Tom Songer, Amy Tuttle, Lu-in Wang, John Wallace
Absent:	Micaela Corn, Suzanna Gribble, Sandra Guzman, Morgan Pierce, Jay Sukits, Preeti Venkatesan, Seth Weinberg, and Frank Wilson

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**Call to order** – The meeting was called to order by Irene Frieze at 11:02 am.

### 1. **Introductions and new concerns to be shared**

a. Issue with final exam schedule (Patrick L.): Only four days of final exams this semester, causing scheduling conflicts. Lorraine D. – DSAS faculty are holding exams during that last week of classes; better information would be appreciated. Lu-in W. will look into this and will update.

b. Academic integrity (Lorraine): Issues are being reported in DSAS. Pat and Tom S. have also seen similar issues. Tom S. - even with open book exams students can call one another; overall lack of academic integrity. Pat - Students can be caught four times before being expelled in SOE. Issue will be added to future agenda.

c. PACWC (Irene): Concern with the continuation of this committee (website is down, doesn't appear to be currently active). Lu-in - Website is being redesigned; the committee is not being dissolved.

d. Lorraine – New Staff Council rep Christie Jackson joins us today for the first time. Will be added to the mailing list.

2. Approval of October minutes – Approved without edits.

### 3. **Discussion of the libraries and librarians** (Rachel Rubin and Robin Kear)

a. Rachel Rubin with an update on the ULS during the COVID pandemic:

- i. Little interruption in service despite change in risk postures.
- ii. Libraries open with limited hours; no-contact pickup available; items can be shipped (new service for ULS items)
- iii. Interlibrary loan is still available; interruption in service earlier in the term.

- iv. Ask Us Chat – available during the pandemic and available throughout the website (not just the home page)
- v. 3rd floor of Hillman is now open; newly renovated. Thomas Blvd. is open by appointment only; in class instruction and remote instruction available (workshops, etc.)

b. Discussion, Q & A

i. Irene - Are students studying in Hillman Library? Rachel - Yes, at limited capacity that depends on the risk posture. 800 is the limit in the current elevated risk posture. Hillman can accommodate those that want to use it.

ii. Robin- Liaison librarians can teach concept courses on Zoom; one-on-one appointments with students are very popular.

iii. Irene - How do we find out who our liaison librarian? Rachel- You can use the Ask-an-expert feature here: <https://library.pitt.edu/find-expert>

iv. Irene- How is the new Pittcat update proceeding? Rachel- First student advisory committee of the year was held recently; good feedback from students on the new Pittcat website. Virtual browse is available where students can view the titles on the shelves.

vi. Irene- Health Sciences library is different from the ULS. Tom D.-How does it work differently? Robin- There are three systems: ULS, Health Libraries, Law libraries, each with different faculty groups. Librarians in Health and Law are on one-year contracts. ULS has a different hiring/contract model with the option of multi-year contracts. Health Sciences library space currently is being renovated and no books are available (in storage on Thomas Blvd.)

vii. Lorraine- Why are there different contact/hiring procedures? Robin- In all systems there are faculty librarians (appt stream). Currently 65 librarians. There are also expectation stream librarians (no expected end date on contract). Newer hires have a 3-3-5 contract appointment system that mirrors appointment-stream system in DSAS. Some were hired as visiting faculty. Fewer numbers of expectation stream faculty in ULS. Concerns: Expectation stream faculty are diminished without apparent reason; significant staff reduction with earlier retirement options. Faculty librarians are sometimes required to complete staff work in the absence of new staff hires. There is still an additional contact tracing form that documents movement within the building.

viii. Irene- What can this group help with? Robin- Issues common across the university and are ongoing. Irene- In Health Sciences, Art Levine may have issued 1-year contract. Any updates with new admin in SOM? David S.- Faculty librarians do fall under Sr Vice Chancellor; it appears that relationship will be maintained (librarians prefer independence from other library systems). Robin - Funding stream may also be different/distinct in Health library system.

4. **Problems with termination of Part-time appointment-stream faculty (Irene & Lorraine)**

a. Irene- A part-time instructor in HPS emailed Irene to discuss issues with his contract renewal, including loss of Pitt resources (access to email, Canvas, etc.). Lu-in has helped him personally; should now have access, but it's problematic in general. Amy T- There are some complaints each year, usually at the beginning of the fall term, but the Provost's office is able to offer help and access to staff on case-by-case basis.

b. Irene- This has been an issue discussed in the ad hoc committee on NTS issues. Lorraine- Laurie Kirsch had worked on this with the FAC in the past and had resolved some of these issues. Perhaps there are problems with access in newer platforms and websites (i.e., Canvas)? Lu-in W.- Organizational changes in CSSD/IT may be a factor, too. We can have the right people meet with this committee to discuss.

c. Irene- PT faculty are often hired late and this causes problems. Lorraine- New rule requiring public job posting causes more problems and delays. Amy T.- This is a federal mandate. Must be posted if there is a break in employment for longer than 2 years. Length of access expanded a few years ago. Computer access for 105 days after termination of contract. Lu-in- It would be best to ask the IT staff, there may be security issues involved. Irene- Bus access, library access is also an issue. Lorraine- HR reps should be invited as well. The issue is to be added to a future agenda.

**5. COACHE data: What kinds of data would we want to see? (Lorraine & Irene)**

a. Lorraine- The COACHE data report can be found online but there is not a lot of detailed information, especially on appointment-stream faculty. Amanda Brodish and the analytics team in the Provost's Office can come and present, but we should try to have focused areas of interest.

b. Irene- Is SOM included? Lorraine- This was discussed at Faculty Assembly. David- The concern was that clinical departments were excluded, but that wasn't the case. Clinical faculty were excluded because the survey wasn't applicable (COACHE focuses on the general faculty experience).

c. Irene- Will diversity data be released? Lu-in- Perhaps, but the sample sizes are small. May not be relevant or possible.

d. Lorraine- Some specific concerns and areas for improvement are published in the report ([PDF](#))

e. Tom S.- Issues with departmental leadership and faculty leadership seem to be most relevant to this committee.

f. Lorraine will contact Amanda Brodish, Lu-in Wang, John Wallace and Irene Frieze to discuss on email and add this to a future agenda.

**6. Planning for diversity initiatives (Lorraine).**

a. Lorraine- We submitted our report in October, but now how should we proceed? David and Chris B.- Senate committees should take the lead on which issues they want to pursue.

b. Lorraine- Formation of the subcommittee. Robin, and Tom D will be on subcommittee. Lorraine will ask Helen C. (who had expressed interest in the last meeting). The subcommittee will meet on email and will make their first report in the new year.

7. Next meeting will be December 8 (11:00-12:30) on Zoom

a. Cynthia Golden will be invited to provide an update on academic integrity.

**Meeting adjourned 12:12 pm**