

UNIVERSITY OF PITTSBURGH
Senate Educational Policies Committee
January 25, 2016
Meeting Minutes

Present: Amy E. Aggelou, David Beck, Mario C. Browne, Leslie Eibl, Bonnie Falcione, Micah Gross, Zsuzsa Horvath, M. Kathleen Kelly, Douglas Landsittel, Juan Manfredi, Alberta Sbragia, and Aliyah Weinstein

Excused: Michael Beach, A. Murat Kaynar, Helen Petracchi, and Susan Skledar

Not Present: Lori A. Molinaro, Susan Skledar, Naomi Stoll, and Frank Wilson

Call to Order: The meeting was called to order by Zsuzsa Horvath (Chair) at ~3pm.

Approval of Minutes:

Minutes from the November 2015 meeting were requested for review and any changes to be emailed to the Chair or Co-Chair by January 30th; one revision was suggested and made to the attendance list.

Old Business:

Diversity issues raised at Faculty Assembly and Senate Council

- Chair Horvath provided background on this topic pertaining to the 3 resources committee members were asked to review prior to the meeting: 1) An excerpt from December 1st Faculty Assembly meeting minutes <http://univsenate.pitt.edu/sites/default/files/Dec%201%202015.pdf>, 2) Pitt Chronicle: Chancellor Addresses Diversity During Senate Council Meeting <http://www.chronicle.pitt.edu/story/chancellor-addresses-diversity-during-senate-councilmeeting>, and 3) University Times: Assembly tackles role in improving diversity <http://www.utimes.pitt.edu/?p=37643>. Ongoing work includes the development of a comprehensive training program for students, work being conducted by the Office of Diversity and Inclusion, and the hiring of a Title IX coordinator. The committee members were asked to consider related recommendations or policy development. Discussion included the incorporation of such content into required curriculum. It was pointed out that there are currently efforts in the Dietrich School of Arts and Sciences to address this.

Sexual harassment training

- Chair Horvath provided background on the topic, including the Chancellor's report to the Senate Council in November 2015 and more recently communication from the Provost to the Senate President in December asking the Senate to review and endorse proposed guidelines for sexual harassment training for faculty and staff (distributed to committee members prior to this meeting). This will be on the February 9th Faculty Assembly agenda. Discussion included that the guidelines also address availability of training for students. A request was made for any additional feedback to be provided to the Chair to share at the upcoming Faculty Assembly meeting.

New Business:

New Staff Association Council Representative

- Mario C. Browne from the Office of Health Sciences Diversity has replaced Shelly Renee Brown as the Staff Association Council Representative. Mr. Browne was welcomed to the committee by the members.

Committee leadership

- Chair Horvath explained that she will not be running for re-election to the committee this spring at the end of her current term due to new responsibilities she will have in the School of Dental Medicine but is interested to serve in a Pro Tem role. She will continue to fulfill her responsibilities as Chair until the completion of this spring term. Co-Chair Falcione expressed that she plans to run for re-election to the committee, and if re-elected would be interested to continue to serve in a leadership capacity. Chair Horvath suggested that as a result of these anticipated changes it provides an opportunity for the committee to consider electing an additional Co-Chair for the committee at this time who might also be interested to serve in a leadership role in 2016-2017. Committee members were asked to consider nominating themselves or another member for this role so that nominations and an election could be made at the February meeting.

Meeting status

- In response to Pitt News reporters present at the start of the meeting committee members discussed the committee's ability to determine at any point if committee business is open or limited to executive session and that the current meeting would be conducted as an executive session. This was shared with the reporters present who were then asked to leave. Chair Horvath reminded committee members that the University Times was asked to provide notice prior to attendance at meetings so that they could be aware of executive/closed sessions. Upon a second request from the same reporters Chair Horvath indicated that in the future this information would be provided either in advance by request of interested parties when known, or in the course of conducting the committee meeting as determined by committee members present.

Vice-Provost updates

- **Undergraduate**

Vice Provost Manfredi presented his report:

- Progress has been made with the report that PITT is required to prepare for the Department of Education pertaining to graduate and undergraduate programs that are subject to gainful employment reporting requirements for individual non-degree seeking students who obtain federal aid under Title IV programs. There were over 90 programs at the university where this could apply, but this has been reduced to 21 programs where many programs were not included because they are certificate programs offered to professionals where the students are employed professionals. PITT received approval from the Department of Education based on the report submitted.
- The ACC Provosts meeting was held at PITT in September which is typically followed by the ACC Vice Provosts meeting if it is deemed to be necessary. PITT was scheduled to host the ACC Vice Provosts meeting in February if necessary but this has been cancelled.
- The search committee for the position of Vice Provost for Student Affairs and Dean of Students is making progress. Candidates have been invited to visit campus. Open meetings will be held for the university community to meet the candidates.
- The fourth Assessment Conference will be held on January 28th at the University Club. The keynote speaker is Joan Hawthorne, Director of Assessment and Regional

Accreditation at the University of North Dakota who will speak on assessment in general education. Dr. Manfredi and Dr. Sbragia are co-hosting the conference.

- The Periodic Review Report (PRR) committee for Middle States Accreditation is beginning to be formed. Potential members of this committee have already been invited and the Provost will notify those who will be on the committee by letter; a formal charge to the committee will follow. The work of the PRR committee involves drafting the report that addresses the requirements from the last Middle States Accreditation and is expected to begin in the fall semester.
- The University Strategic Plan, Goal No.1 Advance Educational Excellence Working Group now includes the Chair and Co-Chair of this committee. The next meeting of the working group is on January 27th where the goal is to complete the draft of recommendations and then submit this to the leadership team.

- **Graduate**

Vice Provost Sbragia presented her report:

- The search to fill the position of Hillman University Librarian and Director, University Library System (ULS) is ongoing and progress is being made. The search to fill the position of Dean of the School of Education is also ongoing and making progress; Dr. Sbragia is the Provost's representative on this search committee.
- A survey is in preliminary stages for administrators of our graduate schools to better understand services that are provided to graduate students. A detailed description of topics (for example recruiting, orientation, housing, alumni engagement, career development for academic versus non-academic careers, mentoring, diversity support, perceived gaps in services, and various others) along with examples of related questions in the survey was shared. Input was provided by committee members on additional sources to obtain survey data since in some programs student organizations are responsible for providing such services to graduate students. Committee members discussed metrics to assess successful achievement of desired career outcomes of graduate students as it relates to academic versus non-academic careers acknowledging the wide variation across disciplines and programs and the changing landscape of available careers. Dr. Sbragia also shared that in this survey process an increased demand for graduate student counselors became clear; additional counselors are being hired by the Office of Student Affairs to meet the graduate students' needs. A more complete report pertaining to the survey will be provided at a future meeting.

Faculty Assembly Update

Chair Horvath acknowledged the updates from Faculty Assembly provided as it related to business of the committee that were already discussed under the old business agenda items for the meeting, and in light of time constraints directed committee members to the summaries published in the University Times of Faculty Assembly meetings since the last committee meeting.

http://www.utimes.pitt.edu/?page_id=6763

Advisory Council on Instructional Excellence (ACIE) update

- Liaison Falcione reported that the council met on December 8th and January 22nd.
- In December the council members received their charge from Chair Laurie Kirsch, which includes: 1) that the Council evaluate the Innovation and Education proposals and make recommendations to the Provost on which proposals should receive support under this

awards program, and 2) act as advisory board to CIDDE by providing oversight and recommendations on faculty development programs and events as well as other initiatives and services in support of teaching and learning. Two additional items on the 2015-2016 council agenda include: 1) providing suggestions and input on plans for the 2016 Provost's Diversity Institute for Faculty Development as it relates to developing faculty programming to support diversity in the curriculum and inclusion in the classroom, and 2) providing input on a proposal for funding for discipline-based research in the scholarship of teaching and learning. It was noted that faculty attendance was very high at the events (many had waiting lists) held as part of the Provost's Diversity Institute in 2015, and the events were rated highly by attendees.

- Also in December, Cynthia Golden, Director of CIDDE presented an overview outlining CIDDE's major activities and updates. And, council members were encouraged by Dr. Kirsch to remind their departments and colleagues about the Innovation in Education awards program, noting that reminders will be sent to the department chairs. Council members noted that advertising and announcements should be increased for the awards as well as other events to increase participation.
- In January, at the invitation of Dr. Kirsch, Liaison Falcione provided an overview of the Senate Educational Policies committee including its mission and responsibilities, membership, notable accomplishments, and work in progress (handout version of the presentation distributed to committee members). Council members inquired about the election process for senate committees and noted the low faculty representation from large schools such as the Dietrich School of Arts and Science.
- Also in January the council was reminded about the upcoming Destination Diversity series of events, received an update on preliminary planning for future events for the 2016 Provost's Diversity Institute for Faculty Development and provided input on these. The balance of the meeting focused on the Innovation in Education Awards program and included an overview of the process that will be used by the council for reviewing the proposals. The council will determine at the March meeting which proposals to recommend to the Provost to receive support.

SEPC future planning

The next meeting will take place on Monday February 15th in the Cathedral of Learning Room 826.

Adjournment @ ~4:30pm