

University of Pittsburgh
Faculty Assembly Meeting
Minutes of November 1, 2005

1. President Frieze called the meeting to order at 3:00.
2. Approval of minutes of October 5, 2005 Faculty Assembly meeting as written.
3. Introduction of items of new business:
 - a. Linda Hartman, comments on COPC report
4. Remarks of the President, Professor Irene Frieze
 - a. General Items
 - i. Copyright Policy
 1. A letter was sent to Vice Provost George Klinzing on October 17, officially signing off on the revised Copyright Policy. The policy was reviewed by both the Senate Computer Usage Committee and the Library Committee. The Library Committee had specific concerns that are now addressed in the revised policy. The final draft also responds to other concerns raised by faculty.
 - ii. Mass E-mails to Faculty
 1. Email is a routine tool for communication within the senate. Email communication University-wide is not, however, routinely used. A meeting to discuss the possibility of making more use of University-wide email communication is set for Friday, November 4. Meeting with Jinx Walton, the director of computing services and systems development, will be Senate President Irene Frieze and Vice President Michael Pinsky, Fran Yarger and John Close from the Senate Computer Usage Committee, Vice Provosts Patty Beeson and George Klinzing, and Peter Draus, Nursing.
 - iii. Meeting of Faculty Senate Presidents
 1. The Senate executive committee will meet with regional Campus Faculty Senate Presidents in Pittsburgh on Tuesday, November 29 to discuss the Regional Campus' list of benchmarking schools. Also invited is Steve Carr, chair of the Senate Budget Policies Committee.
 2. The regional presidents will then attend the Faculty Assembly meeting where each will give a brief report about campus issues.
 - iv. Fall Mailing to all Faculty
 1. On October 12, 2005, a packet of general information about the Senate (e.g. a list of the current Assembly membership) was sent to all members of the Senate (>4000) including a letter encouraging them to contact their unit representative with questions or concerns. The purpose for the packet was to remind faculty that the Senate is active, and to introduce the Senate and the Senate Website to faculty who may not realize that they are members of the Senate by virtue of their faculty status. President Frieze asked the Assembly if anyone had received feedback? No one indicated that they had.

- v. Senate Website
 - 1. President Frieze thanked Vice Provost Patty Beeson and her assistant, Carrie Sparks for their response when difficulties accessing the Senate web site were reported. The Provost's office made significant changes by setting up new links. A direct link to the website is accessed by going to the Pitt Home Page, opening "Faculty and Staff" and finding the separate entry for the Senate. Comments about the web page are welcome.
 - 2. The Senate website includes lists of the Senate officers and members and Senate committees with their minutes, mission, and members.
- vi. Senate Matters Column
 - 1. Vice President Michael Pinsky's first Senate Matters Column appeared in the *University Times* on October 27, entitled "Is it me, or are your health care costs increasing too?"
 - 2. Anyone with ideas for a column should contact Vice President Pinsky.
- vii. Pitt.edu Accounts
 - 1. Vice President Michael Pinsky is still working with the Medical School to resolve the issues around the pitt.edu computer accounts.
- viii. Monthly Lunch meeting with Senior Administration
 - 1. The Executive Committee will be meeting with the Chancellor and Provost prior to the November 7 Senate Council Meeting. The following issues are on the agenda to be discussed:
 - a. the status of a new faculty club.
 - b. the hearing on the Horowitz Bill of Rights and the Pennsylvania House Resolution regarding faculty penalizing conservative students. A public hearing will be held Wednesday and Thursday November 10 & 11 in the William Pitt Union Ballroom.
 - c. The perceived trend toward fewer University Planning and Budgeting Meetings. Since initially asking about this, it has come to our attention that meetings have been scheduled.
 - d. the perception that the evaluation of Deans has been stalled.
 - i. Vice Provost Andy Blair commented that the evaluation process has in fact not been stalled and is moving forward as planned with 2-3 evaluations per year. He reported that last year 2 deans were evaluated, the deans for the Schools of Education and Dental Medicine (correction from school of Pharmacy). Glenn Nelson asked for a description of what process occurs after the evaluation is completed. Vice Provost Blair said that the results go to the Provost who then chooses how to use the information. He said that it is analogous to the information about department chairs going to the Deans. Professor McKinney (GSPIA) expressed

surprised to hear about the process. Vice Provost Blair responded that the evaluation is web-based and had a relatively low response rate.

2. President Frieze asked the assembly if they had any other issues to add to the list. When there was no response, she suggested that anyone with something should contact her.
- ix. The University's ten-year facilities plan is being worked on by a committee chaired by Provost Jim Maher and Executive Vice Chancellor Jerry Cochran. The two faculty members on the committee are Steve Carr, the chair of the Senate Budget Policies Committee, and Shirley Cassing, chair of the Senate Plant Utilization and Planning Committee. Faculty with concerns should contact Steve or Shirley.
- x. PeopleSoft
1. Sam Conte is interested in faculty input. In particular, he has invited faculty to participate in focus groups meeting to discuss how to inform faculty about the online grading process. Interested volunteers should contact Sam Conte at conte@registrar.pitt.edu. Nick Bircher and John Close indicated that they would volunteer.
 2. Information about the on-line grading procedure ("guide to faculty") was sent to all Faculty Assembly members in the same email as the assembly minutes. The information can also be found on the my.pitt.edu website.
 3. There was talk of setting up a hot-line to aide faculty while in the process of using the new system.
- b. Committee Items
- i. Bylaws and Procedures Committee (Ted Rice, Chair)
 1. Official Changes to the Bylaws went into effect October 17, 2005. The Senate Website has been updated to reflect the changes.
 2. New changes being reviewed by the committee
 - a. Proportional Representation on Faculty Assembly.
 - b. Number of assembly and senate council meetings. The Bylaws currently require at least 8 meetings of both the Faculty Assembly and Senate Council. President Frieze asked for feedback on changing the minimum number of meetings to six. Linda Hartman asked how often there is nothing on the agenda. Ted Rice commented that you can always set up additional meetings. Roger Flynn suggested that the answer depends on how seriously you want to take the role. He suggested that the bylaws be kept as they are. Nick Bircher recalled that during his Presidency there were a number of meetings that they thought about canceling that turned out to be productive. Thus he suggested staying with minimum of 8. Phil Wion said that there is something to be said for just the information and the sense of continuing activity of the Senate. He suggested that the opportunity to raise things will diminish with fewer meetings. Van Beck

Hall said that if the body is important, stick with the scheduled 8 meetings.

- ii. Commonwealth Relations Committee (Debbie Rougeux and Stella Smetanka, Co-chairs)
 - 1. The next luncheon is planned for Friday November 18, 2005. The guest will be Dan Frankel, 23rd district of Allegheny County.
 - 2. There was a good turnout at the luncheon at the Titusville campus on October 14, with 22 faculty, staff, and students attending. Representative Scott Hutchinson was the guest.
- iii. Community Relations Committee (Linda Hartman, Chair)
 - 1. Linda Hartman reported that Linda Dickerson is working with foundations to provide mini-grants for service learning. The grants would be up to \$2000 each to help with transportation, etc. President Frieze suggested that the role of service learning in faculty evaluations be addressed by a senate committee.
- iv. Educational Policies Committee (Susan Sereika and Judy Erlen, Co-chairs)
 - 1. The educational policies committee will be looking at the part-time faculty survey done several years ago and the Tenure and Academic Freedom Committee's recent report on tenured and non-tenured faculty for 2004-05.
- v. University Press (Evelyn Rawski, Chair)
 - 1. Professor Evelyn Rawski, History Department, was elected chair, to replace Maggie Kimmel, who will remain as a pro tem member of the committee.
- vi. Admissions and Financial Aid Committee (Patrick Smolinski and Carol Stilley, Co-chairs)
 - 1. The committee is gathering data on the number of people who take advantage of the University's tuition benefits for children of faculty and staff. There seems to be a false impression on the part of some faculty and staff that the benefit comes automatically with admissions to the university. President Frieze commented that most qualified can be admitted to one of the campuses, but not necessarily to the main campus.
 - 2. Looking into the impression among the regional campuses that the PeopleSoft System has affected the number of student applications.
- vii. Student Affairs Committee (Teresa Donegan and Patricia Tuite, Co-chairs)
 - 1. The Student Affairs Committee discussed the issue of students without health insurance. Their interest in the matter was from the perspective of how to assist students who could not afford health insurance. They were concerned that a move toward mandated health insurance would not address this issue. Dean of Students Kathy Humphrey attended the meeting and indicated that she is in favor of mandating health insurance for students. It was noted that CMU recently mandated health insurance for students. The committee is doing follow-up work gathering information about what other institutions do and if they do mandate, what provisions they put into place for students who are not able to afford it. The

committee welcomed the opportunity to work in tandem with the Office of Student Affairs.

2. The committee discussed the accessibility to health and counseling services during peak times. Marcia Radakovich, head of student health services, said that with regard to health services, 90% get same-day service. The committee did not have data for mental health services. They did find that every school is appointed a liaison with the counseling center and can talk about services that are available and how to get students to them. For information regarding this, the person to contact is Kathy Humphrey. Nick Bircher suggested that rather than having a third-party insurer, students should have a similar policy through UPMC as there is for faculty and staff. Told that the policy now being offered to students is a UPMC policy, Bircher suggested that the Ad Hoc Consumer Satisfaction Committee headed by Nathan Hershey consider students as well as faculty/staff. Ted Rice asked why students need supplemental insurance if they already have access to the Student Health Service in place. Donegan responded that what is currently provided is very minimal and that catastrophic is needed. Munro mentioned his experience with his own children. They have mandatory health insurance and are automatically billed. If they can prove that they are already insured, the amount is removed from the Bill. Donegan said that the UPMC plan now offered is \$973 for 12 months, to be paid in two increments. It is a good plan compared to previous years. President Frieze suggested that a formal report on this topic be given to the Assembly at a future meeting.

viii. Athletics Committee (Bill Zamboni, Chair)

1. Information about support programs for student-athletes will be presented at the November 7 Senate Council meeting.
2. COIA membership will be discussed at their December meeting. Faculty members interested are invited to attend. This will be a continuation of the discussion by Bill Zamboni and Vice Chair Jay Irrgang during the October 21 meeting. Paul Munro asked why the membership issue is not going to be discussed at a Faculty Assembly meeting. President Frieze responded that there will be a discussion at the Faculty Assembly following the detailed discussion at the Athletics Committee meeting.

5. Unfinished and New Business

- a. Fall 2006 Plenary Session (Ellen Olshansky, Professor and Chair, Department of Health and Community Systems, School of Nursing; Co-chair of mentoring subcommittee of the ad hoc committee on women.) Interest in a faculty senate plenary on mentoring came out of the ad hoc committee on women, but was seen as an issue that crosses gender. They see mentoring as a signature feature to recruit and retain faculty. More than “just” helping people write grants, mentoring is much more comprehensive, including managing and balancing lives in an academic career, and making choices. The proposed plenary “development of a university-

wide mentoring program at Pitt” is being planned for Fall 2006. It would include a 2-3 hour plenary session plus workshops after the plenary.

- i. The plenary session would include:
 1. an introduction by the Chancellor and Vice-Provost Patricia Beeson, and concluding remarks by the Provost. All three of these people have agreed to do so.
 2. Background on the conception of the topic for the plenary provided by someone from the mentoring sub-committee. This would include the history of the group, their activities to date, and how mentoring was selected as a focus for their work.
 3. A keynote address by a woman in a high position at a University (e.g. chancellor, provost) would be sought and would focus on her own experience being mentored and promoting mentoring.
 4. Following the keynote would be a report of what, in regard to mentoring, has already begun at Pitt and at benchmark institutions across the country (based on report by Jean Ferketish, Darlene Zellers, and 3 students).
 5. The schedule and location for the workshops will be presented (see workshop description below), followed by the Provost’s concluding remarks and a reception.
 - ii. The hour-long follow-up workshops will take place over several weeks after the plenary. They will provide opportunities for people to “tell their stories” about how the mentoring they received influenced their careers, with further opportunities for open discussion in small groups/workshops.
 - iii. Michael Vanyukov asked whether there would be workshops for junior faculty related to grantspersonship. Ellen Olshansky said that that was an excellent thing to do. She mentioned that it does already happen in the health sciences.
 - iv. Maureen Porter (co-chair of committee) said that a purpose of the plenary and workshops is to catalyze what is already being done with mentoring. They plan to create workshops that meet particular needs and are concrete. Ellen Olshansky said that the workshops will serve the need to get people who have similar needs linked together and hooked up with appropriate mentors.
 - v. President Frieze elicited approval from the Faculty Assembly for the plan as presented.
- b. Access to Facilities for Faculty Health and Fitness (Marilyn Ross, Co-Director of Intramurals and Recreation, School of Education)
- i. Marilyn Ross presented to Faculty Assembly what is available for faculty and staff.
 1. The backbone is the intramural program (e.g. 106 flag football teams).
 2. There is also a community fitness program open to all faculty and staff. The program is offered in Trees Hall and Bellefield. For a list, contact Diane Drish for mailing.
 3. The main facilities available to faculty and staff are Trees Hall (weight room, gym, basketball courts, climbing wall); Fitzgerald

Field House (track); Bellefield Hall (tiny weight room is to be expanded to 2000 square feet), treadmills, ellipticals, all to be added this summer. The current weight room will be a dance studio which will allow more studio class offerings closer to lower campus. The old aerobic room will be free weight room.)

4. The website has a tour of the facilities. Ross also handed out a sheet listing the hours for every facility. Access to facilities requires a current Pitt ID only. There are, however, fees for classes.
5. Linda Hartman asked why the swimming for kids is only on Sunday, not Saturday. Marilyn Ross said that the kinderkinetics program for ages 5-12 is on Saturdays. Dr. Jere Gallagher runs the program.
6. Paul Munro asked if rowing and spinning are available. Marilyn Ross said that rowing is available as a club sport. The rowing team is mostly students, but does not exclude faculty or staff. Spinning is not available. The bikes are expensive to get and hard to maintain.
7. Asked if there are showers and lockers at Bellefield, Marilyn Ross said yes. The lockers are free; you can pay a fee for towels.
8. Jay Sukits asked whether the facilities are staffed and if so, whether staff are trained in emergency medicine. Marilyn Ross confirmed that the facilities are staffed and that the staff has been trained. Currently, however, the staff is shared among the facilities so they may at times be between sites or at another site.
9. Nick Bircher recommended that prior to engaging in an intense program of physical activities, it is a good idea to visit your physician.

6. Meeting Adjourned at 3:55.

Respectfully submitted
Ellen Ansell, Secretary

Members attending:

Ansell, Belle, Bircher, Cassaro, Chesler, Close, Czak, Donegan, Flynn, Frieze, Hall, Hampton, Hartman, Holland, Hughes, McKinney, Munro, Nelson, Olson, Pike, Rice, Ross, Sereika, Skledar, Smolinski, Soska, Sukits, Vanyukov, Wion, Withiam

Others attending:

Beeson, Bernardo, Blair, Hoffmann, Olshansky, Porter, Hart