

**Faculty Assembly Minutes**  
**2700 Posvar Hall**  
**September 13, 2016**

<b>Topic/Discussion</b>	<b>Action</b>
<p><b><u>Call to Order</u></b>            The meeting was called to order by President Frank Wilson.</p>	The meeting commenced at 3:02pm.
<p><b><u>Approval of the Minutes</u></b>            President Wilson asked for approval of the minutes of the Faculty Assembly meeting of May 10, 2016.</p>	Minutes were approved as written.
<p><b><u>Introduction of Items of New Business</u></b>            No new business was reported.</p>	None.
<p><b><u>Report of Senate President, Frank Wilson</u></b></p> <p>President Wilson welcomed the new and returning members of Faculty Assembly, and the new Committee chairs for this academic year. There was a lunch today for new members where faculty learned about the workings of the University Senate, with a detailed overview by immediate past president, Michael Spring. President Wilson noted that there will be a lot of new business this upcoming year and welcomes substantive discussion. The Executive Committee met several times this summer regarding new issues that were brought to the Senate those issues will create our agenda for upcoming meetings. A preview of these items is below.</p> <p>This is the Year of Diversity at the university for 2016-17. This designation stemmed from discussion at the Senate, as a special Senate Council committee formed last year with recommendation made to call 2016-17 the Year of Diversity, and this was accepted. Co-Chairs of the Year of Diversity Committee have been appointed by the Provost and a Steering Committee has been appointed. The Steering Committee is meeting for first time next week. Many events are already underway, and institutional support is in place for faculty, staff, and students. There were 24 proposals sent to the Provost's office when the call for proposals was sent, and many are in development. A year-long series of events is being developed and will be announced broadly, such as the University Times and Read Green notices. A diversity retreat was held with a very good turnout. President Wilson served as Marshall at the Freshman Convocation, which had a mandatory student event and follow-up luncheon related to operationalizing diversity. The original special Senate Committee membership has been expanded, and has been integrated with the new Diversity Committee. An institutional statement of core values is still a goal of the special committee, and this will be hopefully developed this academic year.</p> <p>Senate Committees (standing and ad-hoc) have been working this summer, and we will start to get reports from those groups at Assembly and Council meetings. Committee Chairs were recognized and new officers have been designated or are in the process of being designated at the first meeting of the year. Committee highlights include:</p> <ul style="list-style-type: none"> <li>• Budget Policies Committee: first meeting is next Friday with discussion about regional campus faculty benchmarking (discussed ~10 years ago, and is being revisited); salary report on part-time faculty (in parallel with Adhoc Committee on NTS faculty).</li> </ul>	Discussion is embedded in the President's report, per topic.

- Adhoc Committee on NTS Faculty: The committee is continuing to meet, focusing on part-time NTS faculty, and will have its final report this year.
- Governmental Relations Committee: The committee needs to designate officers and also be engaged in state budget involvement as well as be active in lobbying and in research in Harrisburg (and nationally).
- Expanded Executive Committee meeting: October 17<sup>th</sup> is EEC meeting, where Senate committee chairs meet with the Senate officers to make connections to achieve our goals and to collaborate. Special working groups and the overall plan for the year will be discussed.
- New adhoc committee: An adhoc committee was suggested related to Pitt divestment from fossil fuels, and President Wilson is getting commitments from faculty members to serve on this committee. No meetings are scheduled yet, but will start soon. A report will come in early spring to Faculty Assembly.

Items connected with research are going to be important again this year. University-level issues such as intellectual property, copyright/patents, conflict of interest, laboratory visitors are being discussed, and our Senate Research Committee has been involved and final reports will be presented and discussed this year. Community engagement and applied research also is a topic that will be discussed, with an increase in recognition for this type of research, which is growing at our Oakland and regional campuses. There is a committee that has formed about this and issues will be brought forward. The Community Relations Committee will be engaged with these efforts. The big issue for the year is the search for a Senior Vice-Chancellor (SVC) of Research. This is a new position, with much discussion between Senate Officers and Administration over the summer, to better understand the duties of the position. Research activities under the Provost's Office may move under the Chancellor, to this Vice-Chancellor position, and this will be a hybrid position. A series of open meetings beginning in September, will be held at the Health Sciences schools and at lower campus, with simulcast to regional campuses, where Administration will explain the new position and get feedback before the next steps in the search process occur. The Senate will have three members on the Search Committee. President Wilson asked for Senate involvement and attendance at these open meetings, since we asked for additional time to gather faculty input on the position. Dates for these sessions will be distributed in advance; please attend.

Discussion (new Research SVC position):

Frieze: Has the Chancellor given us any information about why this is being done?

Spring: My personal impression is that certain functions of research originally resided in the Chancellor's office, and were moved to the Provost's office in recent years. The research office serves the full university, and thus the Chancellor feels this should be housed in a centralized area reporting directly to the Chancellor's office. The Chancellor also feels the University's presence in Washington is not sufficient and this is a movement to increase that with this position as a Senior officer. The Provost, Chancellor, and Senior Vice-Chancellor for the Health Sciences are in support that this position will benefit all of the involved faculty and streamline research operations. This is a support function that the position will serve. Policy related to research and faculty decisions about research will continue to reside where they reside now with the faculty. Roughly 45% of universities have an administrative position of this type. The open forum discussions that President Wilson referred to above are to help sharpen the focus

of the position. As noted, faculty should try to attend these sessions to provide input on the new position and its responsibilities.

Wilson: The Administration has heard our questions and they can more easily explain it via the open forums coming up. Please participate.

Question: Can we ask them to send up a job description or handout about this position?

Wilson: We went to Senate Research Committee on last Friday and a job description was asked for. President Wilson stated that he is hopeful to get this description soon, and the open sessions will help to define this.

Bonneau: Has there been talk about reducing duties of the Provost office with the shift of duties to this new Administrator?

Spring: It is clear in large part that there is now a growing Innovations Office, research compliance effort, and research office, and work will shift to the new position. Research folks in Provost office will decrease in number and potentially move to the Chancellor's office as the work responsibility is transitioned/moved. The Washington DC presence may be a responsibility of this new position. The three Senior Administrators feel increased support of research must be facilitated. It will not be a massive bureaucracy increase.

*President Wilson continued with his report:*

Faculty evaluation issues have emerged: One issue is salary reduction for tenured faculty, which was discussed at-length last year. The Tenure and Academic Freedom Committee (TAFC) and an adhoc committee have been working diligently on this. There is a salary reduction moratorium for now until the university-side policy is finalized. Also, the OMETs have been a focus of Educational Policies Committee (via a working group) and they will be looking at faculty evaluation of teaching methods. There is also an issue coming about related to metrics for evaluation of faculty, particularly research faculty. President Wilson turned over the meeting to Robin Kear who has been working on this, to provide the update.

Vice-President Kear noted that it is an understatement to say that metrics are used in faculty evaluation and tenure. A year ago, the Leiden Manifesto was published, which contains 10 principles to guide research evaluation, and is available at this link: <http://www.nature.com/news/bibliometrics-the-leiden-manifesto-for-research-metrics-1.17351>. The Spring Plenary will be on research metrics and faculty evaluation. This is a good chance to get ahead of potential issues and establish discipline-specific research metrics and best practices. Vice-President Kear also noted that the University Senate has a Twitter account: @PittSenate (#PittSenate), and this article was tweeted for faculty. For those not using Twitter, a link to this document will be distributed from the Senate Office and will be on the website as above. Additionally, Pitt purchased Academic Analytics and there also may be a discussion point of its utility this year.

Discussion (research metrics):

A comment -- The public school teachers have dealt with this issue for years. We need to be careful to not fall into the trap of outside companies analyzing teacher performance.

*President Wilson continued with his report:*

Vice-President Kear was asked to update on a change she has been advising on related to the announcement that the University Times is changing its publication format -- the last "paper" edition was distributed last month. It will be digitalized starting on September (see article in the Times about this: <http://www.utimes.pitt.edu/?p=40157>). The Pitt Chronicle also is being digitalized. The Senate officers had discussion with the Vice-Chancellor of Communication (Susan Rogers) about this. Nancy Brown, the editor of the University Times, Vice-Chancellor Rogers, and Vice-President Kear have been working on this paper-to-digital transition. Senate officers and faculty assembly members feel the University Times is a key piece of shared governance. The accurate and succinct quality of the Times is appreciated and was commended. The officers were concerned and want to preserve the type of content we have now as communication platforms change. We understand the move from paper to digital, but we want to keep watch over the content. A meeting of concerns was held. All faculty will receive the on-line edition stating this Thurs 9/15. We hope that expanding the reach of the Times this way will raise awareness and increase readership. We will be monitoring this change. This is the communication mechanism for faculty and staff since 1968 and we should be proud of that and do what we can to preserve and improve the content.

Discussion:

Kovacs: Why did they make this decision? There was always a digital version. Not everyone has access to the Internet. I am perturbed that joint governance was not involved in this decision.

Kear: It is the Times and the Chronicle, and Vice-Chancellor Rogers is changing many things over the next year and how the Office of Communication works.

Kovacs: Change may not be a good thing. We have put a great deal of emphasis into shared governance, and now suddenly this decision came about controlling access.

Kear: We still have the information and can still see it.

Kovacs: I am concerned because we were not consulted.

Wilson: We did have some initial discussion on this (Senate Officers), and when this last decision made, we responded. What will happen next came from collaborative engagement with the Senate. We made suggestions that if it went digital, it should be more widely distributed, so all faculty will receive the Times as of later this month.

Kovacs: Access to outside is completely limited now.

Wilson: The Times has always been available on the internet. This will not change.

Bonneau: If people are taking tours of Pitt, the Chronicle and Times are used for good marketing and faculty achievements. Preserving some print form for download is important.

Stoner: A sign letting people know that this transition is occurring at the Times and Chronicle stands should be available.

<p>Kear: This will be occurring several ways.</p> <p><i>President Wilson completed his report:</i></p> <p>A reminder to Faculty Assembly members that on our agenda for the next meeting we will discussing and voting on the Title IX work. The next policy is titled “Consensual Sexual, Romantic, and Intimate Relationships with Students and Between Employees,” and it will be distributed via email tomorrow, and will be main agenda item for October 11<sup>th</sup> Faculty Assembly. Please review it in advance of the meeting.</p>	
<p><b><u>Reports by and Announcements of the Special and Standing Committees of the Senate</u></b></p> <p>No reports at this meeting.</p>	None
<p><b><u>Unfinished Business and/or New Business</u></b></p> <p><b><u>International Support and Services for Faculty</u></b>  <i>Ian McLaughlin, Global Operations Support Manager, University Center for International Studies (UCIS)</i></p> <p>Mr. McLaughlin presented an update on his role in the UCIS and the resources available to faculty from the UCIS office. His role new, and is to help overcome barriers to working internationally in a decentralized structure. He is available as a liaison and initial point of contact for all faculty, staff and researchers who are working on behalf of the University internationally or on international activities from here. This program is not for students. He is responsible for managing the Global Ops website (<a href="http://www.globaloperations.pitt.edu">www.globaloperations.pitt.edu</a> ; launched in March) and the website functionality and content was overviewed. Information is up-to-date, so researchers can find current information and link directly to it or to Mr. McLaughlin himself. Travel readiness was explained related to expanded insurance coverage for faculty and staff traveling overseas for up to 6 months (including chaperones), and new trip registration processes for emergency contacts were overviewed. International SOS and Cigna are working together to provide this coverage (if not covered under Assist America already). Additional benefits of trip registration were highlighted, including 24/7 call center access, country-specific informational materials, notification processes for potential emergency or concern events in the US or in the country where you are, and international SOS apps for smartphones (push button app). The technology loaner program via CSSD was explained with benefits including smart phones, tablets/iPads, and laptops. Payment structure for national visitors, research participants, and services were highlighted, as well as legal issues related to permanent establishment, export controls, shipment of restricted/hazardous materials, appropriate forms/contracts, and taxation. The earlier a faculty member reaches out to the UCIS for assistance, the better. Office of Research resources related to international research continue to be available. UCIS will be the hub and provide guidance on all international agreements to include MOUs, student and faculty exchanges, and cooperative agreements. A database of agreements is being created for easier access. Upcoming services in development for the year include interpretation and translation (written and verbal) services via Language Select (200 languages), an international agreement database, Ernst and Young international consultant availability, and FSDP training courses on international processes and protocol. Mr. McLaughlin noted that he is available at 4400 Posvar Hall, 412-642-0125, or via email at <a href="mailto:ian.mclaughlin@pitt.edu">ian.mclaughlin@pitt.edu</a> or <a href="mailto:globalsupport@pitt.edu">globalsupport@pitt.edu</a> .</p>	Discussion noted below.

<p><u>Discussion:</u> Several faculty asked Mr. McLaughlin to highlight what is the value added of this new process.</p> <p>McLaughlin: This is a service for faculty and staff. The advantage is that not everyone has the same insurance coverage and that this centralizes information for researchers, especially those new to doing international research and travel. The website is accessible if you are registered, and also if you are not registered.</p> <p>Stoner: Last year, there was discussion about damage to loaner equipment, and who is responsible for payment. Is there is a personal liability for loaner items?</p> <p>McLaughlin: I will look into this further. The main benefit of this is for researchers. There is some degree of responsibility. Part of this is to be able to clean the devices when you come back.</p> <p>Kovacs: There is a lot of service and a lot of tracking for individuals. This is good for students where the University is responsible (<i>note: this is system is not for students; that is separate</i>). Do we know who is using this service currently?</p> <p>McLaughlin: This summer, over 100 faculty researchers were registered for this. It is being used.</p> <p>Rohrer: When is an MOU required? Can you comment?</p> <p>McLaughlin: A section on the website addresses this – please visit for more information.</p>	
<p><b><u>Announcements</u></b></p> <p>Dr. David Salcido, faculty at the School of Medicine (Emergency Medicine), was welcomed to Faculty Assembly. He is an Assistant Professor in the School of Medicine. He briefly highlighted “Pulse-point,” which is a smart phone app that can help you with CPR and save a life. There is a flyer available and the idea is to get the app and understand how to use and potentially save a life. More information is available at <a href="http://www.pulsepoint.org/download/">http://www.pulsepoint.org/download/</a></p>	<p>Members were encouraged to take a flyer and learn about the app.</p>
<p><b><u>Adjournment</u></b> The meeting was called to end by President Wilson.</p>	<p>Adjournment at 4:28 pm.</p>

Documents from the meeting are available at the University Senate website:

<http://www.univsenate.pitt.edu/faculty-assembly>

Respectfully Submitted,

Susan Skledar, RPh, MPH, FASHP

*Senate Secretary*

Professor, School of Pharmacy, Department of Pharmacy and Therapeutics

Members attending:

Becker, Betru, Bilodeau, Bircher, Bonneau, Cohen, Cole, Costantino, Danford, Deitrick, De Vallejo, Dewar, Donihi, Fort, Gold, Goldberg, Guterman, Harries, Hartman, Horne, Jacob, Jones, Kanthak, Kaufman, Kear, Kiselyov, Kovacs, Labrinidis, Landrigan, Landsittel, Lyon, Molinaro, Munro, Nardone, L. Nelson, Rohrer, Skledar, Spring, Stoner, Swanson, Tananis, Triulzi, Van Nostrand, Weikle-Mills, Wilson

Members not attending:

Bircher, Clark, Gaddy, Gleason, Helbig, Irrgang, Kelly, McLaughlin, Muenzer, Mulcahy, S. Nelson, Schmidhofer, Scott, Smolinski, Sukits, Thorpe, Velankar, Vieira, Withers, Yarger

\*Excused attendance:

Becker, Borovetz, Bratman, Czerwinski, Dahm, Flynn, Henker, Kaynar, Leers, Loughlin, Marra, Morel, Mulvaney, Olanyk, Rigotti, Taboas

Others attending/guests:

Barlow, Frieze, McLaughlin, Moore

\*Notified Senate Office