

Complete Text of the Bylaws of the Faculty of the College of Liberal Arts and Jackson College

Article I

Section 1. This faculty shall comprise all persons appointed or elected full time by the Trustees of Tufts College with the rank of lecturer, instructor, assistant professor, associate professor, or professor and persons in those ranks whose titles include the words “adjunct,” “visiting,” or “research,” to give instruction, engage in research, and conduct the academic affairs in the College of Liberal Arts and Jackson College; the president; the provost; the Dean of the Faculty of Arts, Sciences and Engineering; the Dean of the College of Liberal Arts and Jackson College for the Humanities and Arts; the Dean of the College of Liberal Arts and Jackson College for Natural Sciences and Social Sciences; and such individuals as may be appointed by the president.

Section 2. The title visiting lecturer, visiting instructor, visiting assistant professor, visiting associate professor, or visiting professor shall be used to designate a faculty member who holds an appointment at another institution, but who is on leave to be at Tufts for a specified period of time. Faculty members holding such “visiting” positions are not eligible for tenure on the Faculty of the College of Liberal Arts and Jackson College.

A title containing the word “adjunct” may be held by a faculty member whose primary appointment is outside the Faculty of Liberal Arts and Jackson College. Those whose titles include the word “adjunct” are not eligible for tenure on the Faculty of the College of Liberal Arts and Jackson College.

The title research assistant professor, research associate professor, or research professor shall be held by a person whose responsibilities are predominantly in the area of scholarly research, whose position is supported by external funding, and whose appointment is made subject to the availability of such funds. Individuals holding “research” appointments are not eligible for tenure on the Faculty of the College of Liberal Arts and Jackson College.

The title professor of the practice shall be held by a person whose accomplishments are principally in the nonacademic venues and whose expertise complements the educational and scholarly work of the tenure-track faculty. The initial terms of the appointment will vary between one semester and three years and may be renewed, but the appointment may not continue beyond five years. Professors of the practice may not become lecturers any time after the end of their five years.

Article II

It shall be the function of this faculty to decide all questions of policy concerning the admission of students to the College of Liberal Arts and Jackson College, the academic supervision and general discipline of such students, and the development of appropriate curricula; to recommend to the Faculty of Arts, Sciences and Engineering all candidates for degrees in liberal arts as authorized by the trustees; and to receive and act upon all reports of its committees.

Article III

The officers of this faculty shall be the Dean of the College of Liberal Arts and Jackson College for Humanities and Arts, and the Dean of the College of Liberal Arts and Jackson College for Natural Sciences and Social Sciences, both appointed by the trustees; and a secretary who serves by virtue of his/her election as Secretary of the Faculty of Arts, Sciences and Engineering.

Article IV

Section 1. The standing committees of the faculty shall be:

- A. A *Committee on Academic Standing and Honors* of eleven or more members serving as a joint committee of the College of Liberal Arts and Jackson College. It shall consist of the Dean of the Colleges for Undergraduate Education and the class deans, *ex officio* and without vote, and six or more faculty members. The committee shall have power to oversee the granting of petitions, which deal with all cases of deficiency in academic work, to issue warnings, to place students on probation, to require students to withdraw, and to communicate with parents or guardians. The committee shall act on recommendations for removal from courses without record, for withdrawal from courses with a grade of W and for pass/fail grading that are forwarded to it from the Dean of the Colleges for Undergraduate Education. The committee shall supervise the development of honors programs, and candidates for degrees with highest honors shall be referred to the committee for recommendation to the faculty.
- B. A *Committee on Curricula* consisting of eight or more members. This committee shall serve as a joint committee for the Colleges of Liberal Arts and Jackson College, and shall consist of the Dean of the College for Undergraduate Education, *ex officio* and without vote, seven or more faculty members, a member of the library staff *ex officio* and without vote, and up to three student members, including one graduate student. The function of this committee shall be to care for the wise adjustment of the curricula. All proposed changes in the curricula should be referred to this committee before being referred to the faculty for final action.
- C. An *Academic Review Board* consisting of ten or more members. This committee shall serve as a joint committee for the Colleges of Liberal Arts and Jackson College, and shall consist of the Dean of the Colleges for Undergraduate Education and two or more class deans, *ex officio* and without vote, and seven or more faculty members, at least one from each of the five distribution areas. The function of this committee shall be to monitor the ongoing fulfillment of the degree requirements, as well as to respond to new petitions related to the fulfillment of the college writing, distribution, foreign language and culture option, and world civilizations requirements. Members shall serve for terms of three years.
- D. A *Committee on Learning Outcomes Assessment* consisting of ten or more members. This committee shall serve as a joint committee for the College of Liberal Arts and Jackson College, and shall consist of one faculty member from each distribution area, one faculty member from the Department of Education, one faculty member from an interdisciplinary program, one member of the library staff, one representative of Institutional Research, and one representative of the Center for the Enhancement of Learning and Teaching (CELT). Additionally, one A&S academic dean and the Dean of Academic Advising and Undergraduate Studies will sit on the committee *ex officio* non-voting. The function of the committee shall be to review the annual department and program assessments of learning in all undergraduate majors, as well as to oversee direct and indirect assessment of undergraduate general education requirements. General policy issues identified by the committee shall be reported to the administration and/or

appropriate faculty committees for consideration and action. Members shall serve for terms of three years.

Section 2. Each standing committee shall report to the faculty in writing at least annually.

Article V

The regular meetings of the Faculty of the College of Liberal Arts and Jackson College shall be held at least three times yearly, at the beginning of each term and at the end of the academic year. The president or the provost may call special meetings at any time.

Article VI

Fifteen members, of whom nine shall be of professorial rank, shall constitute a quorum for the transaction of business.

Article VII

In the absence of the president, the provost, the Dean of the Faculty of Arts, Sciences and Engineering, the Dean of the College of Liberal Arts and Jackson College for the Humanities and Arts, or the Dean of the College of Liberal Arts and Jackson College for Natural Sciences and Social Sciences shall preside, in that order.

These bylaws were approved by the faculty on April 11, 2012.

These bylaws were approved by the Board of Trustees on May 18, 2007.