The Executive Committee met weekly during the academic year 2002-2003. In addition, members of the Executive Committee served as liaisons and met with the Educational Policy Committee (Kathleen Camara) and the Budget and Priorities Committee (David Garman). Members of the Executive Committee also served as faculty representatives to the Board of Trustees and met with three of their subcommittees: Academic Affairs (Kathleen Camara), Finances (David Garman), and Development (Gregory Botsaris). Emily Bushnell chaired the committee in Fall 2002. Gary Goldstein chaired in Spring 2003 (E. Bushnell was on leave). Steve Marrone served as Clerk, keeping summaries of meetings and a file of formal correspondences. Cathy Doheney provided invaluable assistance during the year with scheduling, announcements, agenda setting and information.

In the Summer 2002 some members of the committee met with various chairs of faculty committees to discuss the transition to new structures. G. Botsaris reviewed committee annual reports to identify issues that the faculty considered important and unresolved. This latter process proved to be quite effective for setting agendas for several AS&E faculty meetings, as will be indicated below.

The Committee met in August, 2002, with new Provost Jamshed Bharucha to welcome him, to outline the Committees charge, and to begin a dialog that continued through the year. At subsequent meetings with the Provost discussions concerned many issues including faculty governance, hiring and promotion processes, support for faculty research and financial implications of new programs.

**Major items of business in 2002-03**

On Sept. 25, 2002 the Executive Committee presided over an Open Meeting of the AS&E faculty in which several important issues were brought forward. Some particular concerns raised in the previous year's various AS&E committee annual reports were discussed. Over the year some of these issues were resolved. Others were resolved in part, while particulars remain to be dealt with. Still others have not been acted upon, as far as this committee is aware. In the latter category are several major concerns of the faculty that were revisited at the AS&E meetings.

Issues that were raised and have since been acted upon by the administration included:

1. (Subcommittee on Foreign Programs) setting a policy for accepting new foreign programs. A moratorium on proposals has been set.

2. (Committee on University Art Collections) setting a policy for incorporating donations into the collection. The committee will work with Dean Ernst and a development representative to determine appropriate placement of gifts.

3. (Faculty Research Awards Committee) providing funding for Senior Scholar Leaves. By the end of Spring term the Provost announced that the number of such leaves would be doubled. It had been decided that the Provost’s office will pay one third of the costs, the Deans’ office the remaining two thirds. The number of junior faculty leaves granted by FRAC will also be
doubled to four. There will be no full-time replacements, but coverage will be provided for the lost courses.

4. Providing adoption benefits. Dean Ernst raised the question of benefits for parents of adopted children at our committee meeting with representatives of various benefits committees and Stephanie DiBurro of the benefits office (see below). In April, 2003 a policy was brought before the faculty by Dean Ernst to extend the probationary period for tenure consideration by one year for the birth or adoption of a child for the primary care giver. The AS&E faculty approved the policy.

Issues that were raised but remain unsettled include:

1. (Committee on Budget and University Priorities and University Benefits Committee) determining possible retirement package guidelines and post-retirement health benefits. No action has been taken on early retirement or regular retirement guidelines at this time, as far as we know. Our committee met November 13 with members of Faculty Research Support and Facilities Committee, AS&E Salary Corollaries and Benefits Panel, AAUP, University-wide Benefits Advisory Committee—Behrouz Abedian, Sheldon Krimsky, Fred Nelson—and Stephanie DiBurro of the Benefits Office in order to get an overview of outstanding questions, issues and concerns. It had been hoped that benefits issues could be brought before the faculty for an extended discussion. However, the limited number of AS&E meetings made this unfeasible, given all the other business that had to be covered. Retirement packages and post-retirement health benefits will be revisited by the committee in the coming year. We will urge that a substantial part of the agenda for an AS&E meeting be devoted to a discussion of benefits.

2. Reviewing the new block schedule. There are many concerns about the new scheme and many suggestions have been made. We suggested a comprehensive review be undertaken, possibly involving a consultant.

3. Setting the faculty calendar. A considerable amount of AS&E meeting time was spent on fine-tuning a five-year calendar. In order that such a protracted discussion not occur at a future faculty meeting (causing other business to be postponed), our committee recommended that the responsibility of vetting future calendars be given to a subcommittee of EPC.

4. (Library Committee) setting the library budget. This was discussed before the faculty at this meeting. The Library Committee was concerned about insufficient funds for its projected activities. Perhaps this issue will arise again in committee annual reports. Two other library issues were the new copyright rules and the charges for printing at Tisch. These concerns were not resolved.

5. (Faculty Research Support and Facilities Committee) setting benefits for faculty receiving summer salary through Tufts. There are several members of that committee who think that summer benefits should be the same as benefits received during the academic year. This is an unresolved issue.

6. (Computer Facilities and Usage Committee) deciding on an administrator. Many faculty members have argued that there is a serious need for an administrator with sole authority and responsibility for Academic Technology. The Computer Committee reported: "The chronic lack of coordinated leadership in academic information technology for AS&E has reached a crisis stage."
7. (Oversight Panel on Race and Diversity) facilitating discussion and progress in issues involving race and ethnicity that effect our students in the classroom. We invited Yves-Rose SaintDic (Affirmative Action Officer, Office of Equal Opportunity), Margery Davies (Director, Diversity Education and Development for A&S), Jean Wu (Program Director, Office of Dean of A&S), and faculty members of the Oversight Panel, Marilyn Glater and Chip Gidney to our Nov.6 committee meeting in order to identify the major issues and to determine possible actions that can be taken by the faculty and administration. This led to the structuring of the Feb. 5 AS&E meeting to facilitate small group discussions. The focus was on problems facing our students in the classroom and in relation to faculty, staff, advisors and administrators regarding discrimination related to race and ethnicity. Each of nine groups considered such problems and discussed some possible actions that can be taken to begin to alleviate these difficult problems. Reports back from those groups led to the introduction of three motions presented by the committee at the Mar.5 AS&E meeting. Those motions were passed, with minor modification, at the following meeting Apr. 2. See the Appendix below.

Other business of note

A new procedure has been adopted for AS&E meetings, at the President's urging. Motions that are introduced at one meeting will not be voted on until the next meeting. This allows time for faculty to consider the motion and for those who were not present to apprise themselves of the arguments. This rule was usually followed.

Agenda setting meetings with the President, some members of the administration and our committee members were appropriately scheduled in advance throughout the year. This was a better situation than last year, enabling several of us to attend regularly.

The Committee met with two members of the visiting Accreditation Committee to answer questions concerning faculty governance, both about structure and effectiveness. The visitors were dismayed by the complexity of the AS&E committee structure and wondered how actual decisions could be made and implemented amidst that complexity. We admitted that there were problems, but pointed out that the process of restructuring was underway, although moving in small increments. The visitors had both been instrumental in major restructuring in their home institutions and had some useful suggestions.

Our representatives to the AS&E Budget and Priorities Committee and the Trustees Finance Committee (David Garman), the EPC and the Trustees Academic Affairs Committee (Kathleen Camara) and the Trustees Development Committee (Greg Botsaris) reported back to us after the Trustees meetings.

The restructuring of A&S committees, instituted last year, met with some disagreement about the new structures from each of the 3 new combined groups. We met with Montserrat Teixidor, chair of the Academic Standing and Honors Committee, who expressed the view that the 2 main functions of this committee were too disjoint to be under the same umbrella. After some discussion, it was proposed that the committee try to allocate its time and responsibilities differently and to allow another year of operation. A similar message was given to Rosemary Taylor, chair of EPC regarding Plans-of-Study. Early in the year Fulton Gonzalez, chair of the Academic Review Board, had questions about the merger of several curriculum subcommittees into one large group. Again we urged another trial year to work out the difficulties.

The differing responsibilities of the Faculty Advisory Board and this Executive Committee were discussed again, vis-a-vis inclusion in discussions of administration restructuring. Last year we
clarified the distinct roles of the two committees concerning searches for administrative positions—the Faculty Advisory Board is to be consulted.

However, it was the opinion of the faculty members of this committee that our committee should be consulted when changes in AS&E administrative positions are contemplated, or when new positions are created. Given that there are several positions now open, this issue was timely.

During the year, the Executive Committee also met in separate sessions for general information exchange with Dean of the Colleges Charles Inouye, newly appointed Dean Kevin Dunn, members of the Task Force on Undergraduate Education, members of the accreditation subcommittee on faculty governance, and faculty member Jim Glaser (on behalf of AAUP with regard to faculty salaries).

The faculty needs more time for discussion and action on issues of considerable interest. Given the crowded agendas of AS&E meetings this year, we recommend that there be at least two more meetings scheduled for the next academic year. This recommendation will be implemented.

Dean Ernst and the faculty members of the Committee agreed to assure (through scheduling) that Deans and faculty be in attendance together at a number of meetings during the year, particularly when it is important for advancing the agenda of AS&E business.

Respectfully submitted,

2002-03 Executive Committee

elected faculty members:

Paula Aymer (Spring 2003)
Gregory Botsaris
Emily W. Bushnell, chair Fall 2002 (on leave Spring 2003)
Kathleen Camara
David Garman
Gary Goldstein, chair Spring 2003
Steven Marrone

administrative members:

Susan Ernst
Ioannis Miaoulis replaced by Vincent Manno
Appendix
Proposed Faculty Actions on Race and Diversity Issues in Students’ Academic Experience
From the Faculty Executive Committee

A substantial number of AS&E faculty members participated in a workshop on February 5 concerning Race and Diversity as it affects our students. Some nine proposals were distributed as possible courses of action for the faculty to consider. Discussions at eight tables were summarized and reported back to the Faculty Executive Committee. From our reading of those summaries, and our own recollections, it seems that there is considerable support for proceeding with several of the proposals.

We begin this process with three proposals that received strong support. We submit these as motions for debate and vote by the faculty. In the future we will return to other aspects of the discussion that were particularly important for the participants.

We would also like to inform the faculty that we are pursuing an examination (elucidation or expansion and clarification) of the process by which student complaints get heard and acted upon. This will involve the Executive Committee in further meetings with the Office of Equal Opportunity, the Office of Diversity Education and Development, the Equal Educational Opportunity Committee, the Oversight Panel on Race and the Deans of the School of Arts and Sciences and the School of Engineering. We are also planning to encourage the separate departments to do self-studies on the departmental atmosphere surrounding race and diversity in classroom, advising and departmental office business. We endorse the current initiative of the Oversight Panel on Race to begin a pilot program directed toward this goal.

1. Be it resolved that all departments in Arts, Sciences and Engineering will by the end of May 2004 devote at least one departmental meeting (or perhaps a longer "retreat") to issues of race and ethnicity in the classroom. In preparing for their meetings, departments are encouraged to work with the Office of Diversity Education and Development and the Office of Equal Opportunity.

2. Be it resolved that all departments in Arts, Sciences and Engineering will set as a goal having at least 50% of departmental faculty attend one of the university-sponsored workshops on diversity, such as those currently offered by the Office of Diversity Education and Development, before the end of May 2005. To meet this goal, it will be necessary for the University to engage other facilitators in addition to the Office of Diversity, for instance, the Office of Equal Opportunity or outside consultants. The Executive Committee is encouraged to work with the offices of the Deans of the School of Arts and Sciences and the School of Engineering to seek financial support through the Diversity Fund of Arts, Sciences and Engineering.

3. Be it resolved that the Faculty request the Deans of the School of Arts, Sciences and Engineering and the School of Engineering to ask that chairs include in the annual departmental reports a specific item addressing departmental efforts related to diversity. Included in this item would be a report on departmental progress towards achieving the goals laid out in resolutions 1 and 2 above.