Annual Report of the Executive Committee to the Faculty of Arts, Sciences & Engineering
for the Academic Year 2011-2012
April 2012

Executive Committee (Committee) Members:
Professor Mary Jane Shultz – Chemistry (co-chair)
Associate Professor Jeanne Marie Penvenne – History (co-chair)
Associate Professor Thomas Downes - Economics
Professor Karen Panetta – Electrical and Computer Engineering
Professor Mauricio Gutierrez – Mathematics
Associate Professor Richard Eichenberg, Political Science
Ex-officio:
Dean Joanne Berger-Sweeney - School of Arts and Sciences
Dean Linda Abriola - School of Engineering

Issues Discussed during 2011-2012 academic year:

At weekly meetings the Executive Committee discussed new and old topics related to proposals to be brought to the full AS&E faculty by various AS&E committees as well as new initiatives and items that could be brought before the full faculty for further discussion. Additional information is available at the AS&E website which provides minutes of our meetings over the past year. Among the issues discussed by the Committee were:

- Survey and analysis of faculty involvement with AS & E Committees:
  - Introduced the notion of citizenship as opposed to service (thanks to Roger Tobin, 2010-2011).
  - Found broad participation
  - Produced data driven report concerning citizenship.
  - Communicated results of survey to faculty

- Bylaw action
  - Collaborated with Jillian Dubman’s overhaul of administrative titles, etc.
  - Clarified voting vs. non-voting ExOfficio
  - Clarified / made consistent terms of service
  - Brought participation into conformity with bylaws
  - Modified charge of some committees to more accurately reflect practice

- Committees
  - Facilitated a more meaningful role for the Budget and Priorities committee in establishing priorities with respect to the budget.
  - Worked with A&S assessment committee to determine action needed to become an A&S bylaw committee.
  - The Executive Committee made three recommendations to smooth the transition of committee leadership, membership, goals and projects from one academic year to the next. First, choose each committee’s chair for the upcoming academic year at the close of the current academic year. Second, for committees with student members, work similarly with the TCU and GSC to designate members at the
close of the current year. Third, include the status of ongoing projects and committee mid and long term goals in the annual report.

- Brought the long discussion concerning Grievance procedures to a successful conclusion with a vote by the AS&E faculty on March 28, 2012

Actions to carry forward

- Continued coordination with B&P to sustain a meaningful role in priorities.
- Consider actions to ensure impact for other important university committees.
- Consider reporting to the faculty concerning on-going actions and/or have select committees report periodically.
- Note Administrative Recommendations on the Work Life Task Force
- AAUP (usual statistical portrait); potential coordination with B&P; intend to present at Faculty Meetings in Fall 2012
- Committee on Student Life (faculty relationship with fraternity and sorority life) intends to present at Faculty Meetings in Fall 2012.
- Coordinate with committees to ensure selection of a chair in the spring for the following academic year. Procedures are a work in progress.

We encourage all members of the AS&E faculty as well as administrators to make suggestions about items of importance. This will help the committee focus on meaningful issues as they arise.

Final action for the year: Elected Cochairs for 2012-13: Steve Hirsch and Karen Panetta. One should contact Jillian to serve as the point of contact over the summer.