The UAFAC met twice during the fall semester (on 23 September and 21 October). It only met once during the spring semester (on 10 February), five days after the announcement of Lee Coffin’s appointment as Vice Provost for Enrollment and Dean of Admissions and Financial Aid at Dartmouth College effective 1 July 2016. Since the UAFAC is advisory, it makes little sense to meet again until a new Dean of Undergraduate Admissions is in place.

The faculty members on the UAFAC would like to express appreciation to Lee Coffin for his thirteen years of transformative leadership in undergraduate admissions. We are also indebted to Director of Financial Aid Patricia Reilly. The UAFAC cannot function without administrators who are willing to provide relevant data and to discuss sensitive issues with the committee. For the past thirteen years, we have been supremely fortunate in this regard.

SFMA Acquisition
The two UAFAC meetings during the fall semester addressed the implications of the acquisition of the School of the Museum of Fine Arts (SFMA) for admissions and financial aid policies. Beginning in AY 2016-2017, applicants for the Bachelor of Fine Arts (BFA) program will be evaluated according to the same holistic criteria used to evaluate all applicants to the School of Engineering (SoE) and the School of Arts & Sciences (A&S). SFMA students will be subject to the same financial aid policies as all other undergraduates. The UAFAC did not discuss the merger of the Admissions Office (Bendetson Hall) and the SFMA admissions staff. Nor did the UAFAC discuss marketing and outreach to prospective applicants who express an interest in fine arts. The committee looks forward to discussing this matters with the next dean in AY 2016-2017.

Increased Summer Undergraduate Financial Aid Funding
In October, Director Reilly presented a proposal to increase summer financial aid funding for Pell grant recipients and students of color. Each year, the Financial Aid Office receives summer financial aid requests for approximately 100 students, but it can only fund between 25 and 30 students. Although the Financial Aid Office can offer funding for students who desperately need summer classes to graduate or to avoid having to withdraw from the university (per decisions by the A&S and SoE Academic Standing Committees), it cannot offer funding to larger group of otherwise qualified applicants.

The proposal calls for: (1) increasing summer funding from $100,000 to $200,000 beginning in summer 2016, which will allow for the funding of all of the neediest applicants; (2) indexing the summer financial aid budget to the annual increase in summer school tuition in future years; and (3) implementing a review process for AY 2017-2018, when A&S and SoE begin to phase in the revised 3-4-5 course credit system. Any analysis of the credit system implementation ought to include a budget line item for an expected increase in summer funding.

Transfer of Credit (ToC) for Newly Admitted Transfer Students
Tufts University is only one among its peer institutions that admits transfer students, but does not simultaneously tell those students how many course credits earned at their previous institutions may be used at Tufts. Instead, newly admitted transfer students have to petition
the individual academic departments and programs in A&S and SoE for transfer of credit (ToC) via Student Information Systems (SIS) over the summer. This leads to considerable confusion and frustration among admitted transfer students and repeated email inquiries to the Admissions Office, Dowling Hall (Student Services and the “alpha” deans in Undergraduate Studies), and the faculty ToC representatives in the various departments over the summer and into the fall semester. Approximately 1,000 students apply to transfer to Tufts each March and between 80 and 90 transfer students are admitted in mid-May for a yield of 50 to 60 students in September. Admitted transfer students make their final decisions and submit their deposits by 1 June.

Dean Coffin asked the UAFAC to examine this issue because it affects the yield rate of transfer students. Since ToC also falls within the purview of the Educational Policies Committee (EPC), UAFAC chair Jeff Taliaferro approached EPC chair Anne Mahoney about creating a joint subcommittee to study these issues and to make recommendations for consideration by both committees. The ToC subcommittee, which includes faculty members on UAFAC and EPC, as well as administrators from Admissions, Registrar, Undergraduate Studies, and Programs Abroad met several times throughout AY 2015-2016 year. It considered specific recommendations to reform the ToC process for transfer students, as well as a broader set of recommendations to reforms to the ToC approval process for continuing undergraduates.

Admissions, Undergraduate Studies, and the Registrar had initiated a pilot program for AY 2016-2017 to determine the “transferable” credits for 25 admitted transfer students and all students admitted to the REAL (Resumed Education for Adult Learners) Program. The main goal of the pilot program will be determine the feasibility of informing all incoming transfer and REAL students about their estimated/provisional ToC and estimated class standing at Tufts as part of the admissions process. A second goal is determine staffing needs, the time frame, and the development of an internal database of past credits transferred.

Issues on the Functioning of the UAFAC

Three years ago, during a revision of the AS&E committee bylaws, the Executive Committee changed the ex-officio members of the UAFAC from non-voting to voting. As noted in last year’s annual report, this was a surprise since the change was neither discussed with the committee nor requested by the previous committee chair, David Garman. The UAFAC rarely takes votes, but when it does such votes tend to be on policy matters relating to the supervisory or administrative purview of the ex-officio members (e.g., the Provost’s reorganization plan for AS&E and admission of DACA and undocumented applicants in AY 2014-2015). This can put the ex-officio members in an uncomfortable position. The AS&E committee bylaws should be amended to return the ex-officio members to non-voting status. This would make the UAFAC consistent with other standing and elected AS&E committees. The section of the AS&E committee bylaws should also be amended to reflect recent changes in administrative titles (e.g., Dean of Academic Advising and Undergraduate Studies to Dean of Undergraduate Studies).

The inclusion of undergraduate members on the UAFAC is a perennial concern. On the one hand, undergraduates have a unique insight into the college admissions process and personal stake in financial aid matters. On the other hand, the inclusion of students as committee
members makes it difficult for administrators and faculty members to candidly discuss certain issues without revealing confidential information or fostering rumors about sensitive policy matters. As my predecessor noted, the TCU Senate routinely appoints first-year students to serve on the UAFAC midway through the fall semester, after the committee’s meeting schedule has been set. Once appointed, most students cannot attend committee meetings due to class schedule conflicts. A new cohort of first-year students replace them on the committee the following October. Hence the students on the never develop any depth of knowledge. Inviting student representatives meetings dealing with specific issues of concern to them is a better model for student involvement. This the model the UAFAC used in AY 2015-2016.

**Search for a New Dean of Undergraduate Admissions**

Several members of the UAFAC are involved in the search for a new Dean of Undergraduate Admissions in spring 2016. Dean of the School of Arts & Sciences Jim Glaser and Dean of the School of Engineering Jianmin Qu are co-chairing an 18-person search committee that includes Dean of Undergraduate Studies Carmen Lowe and Director of Financial Aid Patricia Reilly, who are both *ex-officio* members of the UAFAC, and UAFAC chair Jeff Taliaferro. The executive search firm Witt Kieffer is managing the process.

The finalists for the deanship are scheduled to meet with other UAFAC faculty members and various stakeholders in A&S, SoE, and the University during campus interviews in mid-to-late May 2016. Deans Glaser and Qu plan to announce the appointment of a new admissions dean by late June 2016.

Respectfully submitted on behalf of the committee,

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Chair, UAFAC, 2016-2017