1 May 2014

The Committee had a productive inaugural year, meeting every two to three weeks throughout the academic year. Some of our accomplishments included:

**Establishing a Faculty Work/Life Liaison program.** In order to facilitate peer-to-peer communication about work/life issues for full-time faculty, we invited each department (or program, in the case of programs where faculty do not have appointments in a department) to designate a faculty member as a liaison. We succeeded in recruiting a liaison from every AS&E department/program save one. We held the first Liaison Program meeting on February 24, 2014, and anticipate holding such a meeting each semester in the future.

**Working with the space planning office to create more lactation rooms** on the Medford/Somerville campus and to create a communication plan to raise awareness of the lactation spaces already in existence.

**Beginning work on a childcare and eldercare needs assessment study.** We began a collaboration with Professors Ann Easterbrooks and Christine McWayne in the Child Development Department to recruit a graduate student who will conduct a needs assessment study as his or her internship, which is a CD degree requirement. The Office of Institutional Research and Evaluation has agreed to co-supervise the intern. We hope that the intern will be able to begin work during either the summer or fall of 2014; we are conducting interviews for the internship in May-June 2014. The goal is to produce a study that will help us move forward with improving childcare and eldercare supports, making choices based on data about our community’s needs and likely usage.

**Meeting regularly (once per semester) with the Deans of Arts & Sciences and Engineering** to touch base about in-progress work/life issues.

**Meeting with Vice President of Human Resources Linda Cataldo** to discuss updating parental leave policies.

**Reviewing the new nonacademic leave policies in the AS&E Faculty Handbook** and making proposals to the Deans of Arts & Sciences and Engineering for revisions. In particular, we proposed revising the faculty policies on family illness leave and medical leave to allow for intermittent leave; and revising the teaching relief policy to provide for more flexibility in the timing of teaching relief.

**Meeting with Heidi Brown, interim Director of Communications for A&S, Will Hilley of TTS, and Jillian Dubman to discuss including a Work/Life page on the Secretary of the Faculty’s website.** We anticipated that work on the site would begin in February 2014, but have so far not been informed of progress on this project. We think this official, visible site is very important in making work/life information available to the Tufts faculty.
Meeting with Dean Jim Glaser to consult about the proposal for a faculty workload evaluation system he is currently working on with a faculty group.

Meeting with a group of graduate students and beginning to think about how graduate student work/life concerns can be integrated into our work. Some of the key issues raised include lactation spaces, childcare, access to backup dependent care, and communication about these issues with graduate students. We are considering creating undergraduate and graduate student liaison positions to our committee.

Many of these projects will be ongoing for a number of years, but we are pleased to have been able to make substantial progress toward carrying out the recommendations of the Work/Life Balance Task Force during the Committee's first year of existence.

Goals for 2014-2015:

1. Completing work on the childcare and eldercare needs assessment study
2. Holding a Faculty Work/Life Liaison meeting once per semester
3. Making progress on enhancing a campus-wide network of lactation spaces and improving communication about the spaces
4. Establishing an official web page for faculty work/life issues on the Secretary of the Faculty's website.

Submitted by John McDonald and Elizabeth Remick, co-chairs

On behalf of the Committee

Remick, Elizabeth  Associate Professor, Political Science  Co-chair
McDonald, John  Professor, Music  Co-chair
Baise, Laurie  Associate Professor, Civil and Environmental Engineering
Gallagher, Hugh  Associate Professor, Physics and Astronomy
Parmenter, Barbara  Lecturer, Urban and Environmental Planning
Davies, Margery  Associate Dean of Faculty Affairs
Heimlich, Donna  Tufts Human Resources Representative  Ex officio, nonvoting
Glaser, James  Dean of Academic Affairs, School of Arts and Sciences  Ex officio, nonvoting
Sahagian, Scott  Executive Administrative Dean, School of Engineering  Ex officio, nonvoting