AS&E Faculty Meeting, Wednesday, February 25, 2015

Schedule and Location

Wednesday, February 25, 2015, 12:00 PM – 1:20 PM
Coolidge Room, Ballou Hall
Light lunch, coffee, and water served at 11:30 AM

Agenda

Announcements

New Business

Open Positions and Nominations for 2015-2016 Elected Committees
http://ase.tufts.edu/faculty/committees/elections/index.htm
    Ioannis Evrigenis, Chair of Committee on Committees

Update on Changes to Statement 11 for 2015-16
    Vida Johnson, Chair of T&P Committee

Discussion and Vote on Proposed AS&E Reorganization
    Members of the AS&E Executive Committee

Adjournment

For Reference
*Please print all attachments and bring them with you to the meeting; a limited number of hard copies will be available at the meeting.

- Briefing Information
- Statement 11 Version 18
- Reports from the AS&E Committees that reviewed the provost’s proposal

Listings of future faculty meetings as well as the agenda and attachments for this meeting are online at http://ase.tufts.edu/faculty/meetings/.

February 25, 2015
Open Positions and Nominations for 2015-2016 Elected Committees

**Speaker:** Ioannis Evrigenis, Committee on Committees

**Summary:** On an annual basis, the Chair of the Committee on Committees announces the opening of nominations for elected AS&E committees at an AS&E faculty meeting during the spring semester. The purpose of this announcement is to make faculty members aware of the available openings on the six elected AS&E committees: Budget and Priorities Committee, Committee on Committees, Executive Committee, Faculty Advisory Board, Grievance Panel, and Tenure and Promotion Committee. Nominations to the ballots for each committee can be made from the floor or by contacting a member of the Committee on Committees. All nominees must be willing to serve on a particular committee in order to be nominated.

**Key issues:** There will be elections for the following openings on the elected committees:

- **Budget and Priorities Committee**
  - One Full-Term Position (2015-20): Engineering Member (Replacing Fiorenzo Omenetto)

- **Committee on Committees**
  - One Full-Term Position (2015-20): A&S&E Faculty Member (replacing Yannis Ioannides)

- **Executive Committee**
  - Two One-Year Positions (2015-16): A&S&E Faculty Member (Replacing Christiane Zehl Romero and Fulton Gonzalez)

- **Faculty Advisory Board**
  - One Full-Term Position (2015-20): A&S&E Faculty Members (Replacing Susan Napier)

- **Grievance Panel**
  - Three Full-Term Positions (2015-18): A&S&E Faculty Members (Replacing Sabina Vaught, Joel Rosenberg, and Jan Pechenik)
  - Two One-Year Positions (2015-16): A&S&E Faculty Members (Replacing Rosalind Shaw and Mary Jane Shultz)

- **Tenure and Promotion Committee**
  - One Full-Term Position (2016-19): Engineering Faculty Member (Replacing Mark Cronin-Golomb)

**Action required:** Faculty members are asked to consider the call for nominations to the six elected A&S&E committees and submit all nominations to the members of the Committee on Committees no later than Wednesday, March 11th. Electronic voting will begin on Wednesday, March 18, 2015 and close on Tuesday, March 24, 2015. Election results will be announced on March 25, 2015.

**Further information:** For information on each available opening, nominees who have already been named, and eligibility lists, please refer to the attachments for this faculty meeting, as well as the Faculty Committee Election Information website: [http://ase.tufts.edu/faculty/committees/elections/index.htm](http://ase.tufts.edu/faculty/committees/elections/index.htm). Information on election procedures can be found on pg. 11-12 in the AS&E Faculty Bylaws: [http://ase.tufts.edu/faculty/pdfs/bylawsASE.pdf](http://ase.tufts.edu/faculty/pdfs/bylawsASE.pdf).
Update on Changes to Statement 11 for 2015-16

Speaker: Vida Johnson, Tenure and Promotion Committee

Summary: An outline of changes to Statement 11 for 2015-16.

Key Issues: The 2014-15 T&P Committee has reviewed Statement 11 and implemented revisions as detailed below.

Minor procedural changes and updates:

- Letters from External Evaluators as well as the requisite Confidential Letters from tenured faculty within the candidate’s department may now be submitted via email (with electronic signatures).
- The case provided to the T&P Committee will now include the Candidate’s 4th year review report from the Dean.
- Whenever the recusal of a T&P member for a particular case leaves no representative on the committee from the School of Engineering or from an area of A&S (humanities and arts; social sciences; natural sciences and mathematics), then a replacement will be made from a pool of faculty members with T&P service. This replacement procedure now provides compliance with AS&E Faculty Bylaws (Article 4, section 2, part c).
- For promotion-only cases, candidates’ teaching information is now requested for the past 8 semesters of teaching (rather than from the past 5 academic years, which often include leaves).
- English translations are now required for titles of candidates’ publications and for letters received from External Evaluators when these are written in another language.
- If any tenured faculty member cannot be present in person (or by videoconferencing) at the departmental discussion and vote, revised procedures now ask for a detailed explanation for such absence in the written department statement.
- Language now clarifies that in the following unusual circumstances, two distinct departmental votes (one for tenure, one for promotion) are needed: 1) when an assistant professor is being considered for both tenure and direct promotion to professor, or 2) when an untenured associate professor is being considered for both tenure and promotion to professor.
- Language has been added to provide compliance with AS&E Faculty Bylaws (Article IV, section 2, part c) concerning the right for any T&P subcommittee member to request a meeting with the full T&P Committee.
- The committee no longer needs paper copies of course evaluations and correspondence; they will only be submitted electronically.

Formatting changes:

- To help facilitate use of Statement 11, descriptive subheadings are now provided that indicate each step’s intent.
- What were previously 23 steps have been condensed and thematically re-organized into 18 steps.

Action Required: No action required

Further Information: Please visit the T&P Committee’s website for additional information about the process for 2015-16: http://ase.tufts.edu/faculty/committees/ASE/tenurePromotion/2014-2015.htm#procedures_15-16
Discussion and Vote on Proposed AS&E Reorganization

Speakers: Members of the AS&E Executive Committee

Key issues: Address the reports produced by the relevant AS&E committees that were charged with reviewing the provost’s proposal.

Action Required: Discussion and vote