Schedule and Location

Wednesday, March 30, 2016, 12:00 PM – 1:20 PM  
Coolidge Room, Ballou Hall  
Light lunch, coffee, and water served at 11:30 AM

Agenda

Announcements

AS&E Committee Election Results  
Ioannis Evrigenis, Chair, Committee on Committees

**AS&E Diversity Fund Committee** – May 15\textsuperscript{th} Deadline for Summer/Fall 2016 Events  
Jillian Dubman, Secretary of the Faculty for AS&E

Lectures Celebrating Endowed Professorships  
*Jianmin Qu, Karol Family Professor and Dean – April 8*  
*Malcolm Turvey, Sol Gittleman Professor and Co-Director of Film and Media Studies – April 12*  
David Harris, Provost and Senior Vice President

New Business

Discuss AS&E Bylaw Changes: Faculty Advisory Board (FAB) and Executive Committee  
Members of the AS&E Executive Committee

Discussion and Vote on EPC Proposals: Incomplete Grade and Displaying Course Evaluation Results  
Anne Mahoney, Chair, Educational Policy Committee (EPC)

Overview of Residential Strategy Working Group (RSWG) and Update on Current Findings  
David Harris, Provost and Senior Vice President

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
- EPC Proposals
- Endowed Professorship Lecture Announcements

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

Announcements

AS&E Committee Election Results
Ioannis Evrigenis, Chair of Committee on Committees, will announce the results of the spring 2016 AS&E election process. Nominees and their information can be found here: http://ase.tufts.edu/faculty/committees/elections/index.htm.

AS&E Diversity Fund Committee – May 15th Deadline for Summer/Fall 2016 Events
AS&E Diversity Fund Committee is now accepting applications for summer/fall 2016 events and activities. Application materials are available on the Diversity Fund Committee website: http://ase.tufts.edu/faculty/committees/ASE/diversityFund/2015-2016.htm.

Lectures Celebrating Endowed Professorships
Faculty, staff, and students are invited to attend two upcoming lectures celebrating newly appointed endowed professors. Jianmin Qu, Karol Family Professor and Dean, will be the featured speaker on April 8th, 4:30 PM in the Coolidge Room. Malcolm Turvey, Sol Gittleman Professor and Co-Director of Film and Media Studies, will be the featured speaker on April 12th, at 4 PM in Asean Auditorium. A reception will follow each event.

New Business

Discuss AS&E Bylaw Changes: Faculty Advisory Board (FAB) and Executive Committee

Speaker: Roger Tobin, Executive Committee

Summary:
1) The bylaw description of the Faculty Advisory Board for Administration shall be amended as follows:

Current bylaw language:

The board shall represent the faculty in communications with the president; provost; associate, assistant, and vice provosts; major deans, and in general whatever individual or group is appropriate, in matters concerning the administration of Arts and Sciences and Engineering. The board shall respond to requests for consultation from the president, and other administrators, and from faculty, concerning the selection and performance of individual university administrators whose duties substantially affect the faculty, its departments, programs, students, and committees. It may also initiate inquiries at its own discretion. The board shall have the authority of the faculty to solicit from faculty, administration, and others whatever information it deems appropriate for these inquiries.

In general, the board shall not consider matters falling within the jurisdiction of other faculty standing committees, departments, programs, or similar established bodies. However, the board may initiate actions relating to such matters when questions concerning administrative procedures
and/or quality of performance present themselves. In the event that the administration or the faculty requires consultation with regard to an urgent situation when it appears necessary to make decisions not already provided for by faculty vote or governed by generally accepted precedent, the administration or the faculty shall address itself to this Faculty Advisory Board. The board may itself initiate inquiry for urgent situations if it deems necessary and shall report its findings to the faculty.

Proposal: Replace the above bylaw language with the following:

The board shall conduct periodic reviews of senior administrators in the School of Arts and Sciences and the School of Engineering. The administrators to be reviewed, schedule of reviews, and review procedures shall be determined by the Faculty of Arts, Sciences and Engineering in consultation with the Dean of Arts and Sciences, the Dean of Engineering and the Provost. The board may itself initiate inquiry for urgent situations if it deems necessary and shall report its findings to the faculty.

In general, the board shall not consider matters falling within the jurisdiction of other faculty standing committees, departments, programs, or similar established bodies. However, the board may initiate actions relating to such matters when questions concerning administrative procedures and/or quality of performance present themselves. The board shall have the authority of the faculty to solicit from faculty, administration, and others whatever information it deems appropriate for these inquiries.

2) The bylaw description of the Executive Committee shall be amended as follows:

Current Bylaw language:

The primary duty of the Executive Committee is to design the agenda of faculty meetings, doing so in the context of a coordinated collection of information from the administration, faculty committees, department chairs, and other sources, in order that discussions at faculty meetings adequately reflect faculty concerns and proceed in a well-informed manner. The Executive Committee is also responsible for directing business to appropriate faculty committees and for assuring that there is no unnecessary overlap in the charges of those committees.

The committee is furthermore responsible for overseeing the committee structure and operation in general, ensuring the effective and efficient functioning of committees, and recommending changes when needed. The committee shall have the authority to replace a member of a committee if the Executive Committee determines that there is sufficient cause and need for such action. In the case of an elective committee, the replacement shall be the runner-up for that committee at the most recent regular or special election, if the runner-up is available and is eligible. If the runner-up is not available or is not eligible, a special election to fill the vacancy shall be held at the next regular faculty meeting or at a special meeting called for that purpose. The replacement shall serve on the relevant committee until the next regular faculty committee elections are held.
The Executive Committee appoints individuals from its elected membership to serve as faculty representatives to trustee committees and the following faculty committees: Committee on Committees, Committee on Budget and Priorities, and Educational Policy Committee.

Proposal: Replace the last paragraph (emphasis added) above with the following:

The committee shall represent the faculty in communications with the president; provost; associate, assistant, and vice provosts; major deans, and in general whatever individual or group is appropriate, in matters concerning the administration of Arts and Sciences and Engineering. The committee shall respond to requests for consultation from the president and other administrators, and from faculty, concerning matters that substantially affect the faculty, its departments, programs, students, and committees. The administration or the faculty shall address itself to the Executive Committee if consultation is required with regard to an urgent situation when it appears necessary to make decisions not already provided for by faculty vote or governed by generally accepted precedent.

In general, the committee shall not consider matters falling within the jurisdiction of other faculty standing committees, departments, programs, or similar established bodies. However, the committee may initiate actions or inquiries relating to such matters when questions concerning effective faculty governance present themselves and shall report its actions or findings to the faculty. The committee shall have the authority of the faculty to solicit from faculty, administration, and others whatever information it deems appropriate for these inquiries.

The Executive Committee appoints individuals from its elected membership to serve as faculty representatives to the following faculty committees: Committee on Committees, Committee on Budget and Priorities, and Educational Policy Committee, and appoints individuals from its elected membership or from the elected membership of other appropriate committees to serve as faculty representatives to trustee committees.

Key Issues: The current bylaw description of the Faculty Advisory Board does not mention its primary current function, the review of senior administrators, and describes many functions that in recent years have been carried out by the Executive Committee. Similarly, the current description of the Executive Committee does not mention its broader role as a liaison between the faculty and administration. The proposed amendments bring the bylaw descriptions into line with current practice, while retaining the authority of FAB to initiate actions and inquiries, so that power does not reside solely in the Executive Committee. The proposed language has been reviewed and approved by the current membership of both committees.

In addition, the proposed amendment authorizes the Executive Committee to appoint faculty representatives from other elected committees, as well as from its own membership, to represent the faculty on trustee committees. For example, a member of the Budget & Priorities Committee may be designated as the representative to the Trustees’ Administration and Finance committee.

Action required: Discussion; vote on the proposed changes on May 4, 2016.
Discussion and Vote on EPC proposals on Incomplete Grade and on Displaying Course Evaluation Results

**Speaker:** Anne Mahoney, chair of EPC

**Summary:** (a) We propose to remove the "default grade" from the Incomplete Grade, and to leave the “I” on the student's transcript if the work is not completed. (b) We propose to display results of student course evaluations, visible to all faculty members and to students who have completed their own evaluations.

**Action required:** Discussion and vote on each proposal.

**Further information:** See the attached proposals.

Overview of Residential Strategy Working Group (RSWG) and Update on Current Findings

**Speaker:** David Harris, Provost and Senior Vice President

**Summary:** RSWG convened in September 2015 and consists of two subcommittees, RSWG1 (co-chaired by David Harris & Patricia Campbell) and RSWG2 (co-chaired by David Harris, Jim Glaser & Jianmin Qu).

RSWG1 was charged with looking at where undergraduates reside, the cost and quality of on-campus and off-campus housing and the changing landscape of the housing market with the extension of the Green line. The subcommittee explored options for expanding the number of on-campus housing opportunities and a developing a housing strategy for the future.

RSWG2 was charged with looking at the current housing model, assessing the implications of increasing the undergraduate population by 50, 100 or 200 undergraduates/year. Considerations are the financial costs, financial aid, impact on Tufts’ culture, the surrounding neighborhoods and the impact on the student experience.

**Key Issues:** Finances, current state of student housing stock, student experience and impact on neighborhoods.

**Action required:** Discussion of housing model strategy, disrupting the market, providing student support for off campus housing