School of Engineering Faculty Meeting  
Wednesday, September 16, 2015, 12pm in Nelson Auditorium

In Attendance:

**BME**
Mark Cronin-Golomb  
Qiaobing Xu  
Sergio Fantini

**ChBE**
Ayse Asatekin  
Christos Georgakis  
Hyunmin Yi  
James Van Deventer  
Jerry Meldon  
Manolis Tzanakakis  
Maria Flytzani-Stephanopoulos

**CEE**
Andrew Ramsburg  
Chris Swan  
Dan Kuchma  
David Gute  
Jim Limbrunner  
John Durant  
Kurt Pennell  
Laurie Baise  
Massoud Sanayei  
Wayne Chudyk  
Jack Germaine  
Natalie Capiro

**CEEO**
Ethan Dahany

**CS**
Alva Couch  
Ming Chow  
Rob Jacob  
Soha Hassoun

**ECE**
Aleksander Stankovic  
Doug Preis  
Eric Miller  
Hwa Chang  
Jeff Hopwood  
Thomas Vandervelde  
Valencia Koomson

**ME**
Anil Saigal  
Chris Rogers  
Erica Kemmerling  
Igor Sokolov  
Iryna Zenyuk  
Luisa Chiesa

**TGI**
Inge Milde  
Mark Ranalli  
Sam Liggero

**Dean’s Office**
Jianmin Qu  
Darryl Williams  
Scott Sahagian  
Karen Panetta  
Amy Maher  
Zilia Munguia  
Julia Keller  
Kat Mor

**Guests**
Margery Davies  
William Lavin  
Karen Vaghts  
Ellen Schuette  
Mickey Toogood  
Debbie Grupp-Patruz  
Mary Pat McMahon  
Ying Ye  
Amina Quadri  
Keleigh Sanford  
Kevin Dunn

**Chaired by:** Jianmin Qu, Dean  
**Minutes by:** Zilia Munguia

SUMMARY

- Announcements: Dean Qu recognized new SOE faculty members.
- Meeting Minutes from 08/14/15 faculty meeting were approved.
- Mickey Toogood spoke on academic integrity issues.
- Debbie Grupp-Patruz spoke on the new research administration model.
- Mark Cronin-Golomb spoke on the proposed changes to AS&E Committee on Tenure and Promotion.
- Chris Swan updated faculty on the ABET accreditation process.
The meeting commenced at 12:04pm.

**Announcements**

Dean Jianmin Qu announced that Jeff Hopwood and Maria Flytzani-Stephanopoulos have been elected as Engineering Representatives for the University wide Faculty Governance Task Force. Professor Hopwood and Flytzani-Stephanopoulos will update the faculty on the role of the task force and what will be expected from faculty at a future meeting.

Dean Qu formally recognized the new SoE appointments, promotions, newly-tenured faculty, and faculty hires.

**Appointments**

- Jason Rife, Associate Dean for Undergraduate Education
- Merredith Portsmore, Director of the Center for Engineering Educational and Outreach (CEEO)
- Chris Rogers, Department Chair of Mechanical Engineering
- David Kaplan and Maria Flytzani-Stephanopoulos, Distinguished Professors
  *Professor Kaplan and Flytzani-Stephanopoulos join only 6 other distinguished professors at Tufts.*
- Linda Abriola, University Professor
  *University Professor is the highest academic honor a faculty member can receive at Tufts. Professor Abriola joins only 4 other faculty members who have been designated this honor.*

**Promotions**

- Laurie Baise, Professor, Civil & Environmental Engineering
- Soha Hassoun, Professor, Computer Science

**Newly-tenured faculty**

- Dan Kuchma, Professor, Civil & Environmental Engineering
- Matt Panzer, Associate Professor, Chemical Engineering (promotion & tenure)
- Luisa Chiesa, Associate Professor, Mechanical Engineering (promotion & tenure)

**New Faculty (Introduced by Dept Chairs or designated dept. representative)**

- Erica Cherry Kemmerling, Kristen Wendell (starting Jan. 2016), & Iryna Zenyuk – Mechanical Engineering
- Xiaocheng Jiang – Biomedical Engineering
- James Van Deventer – Chemical & Biological Engineering
- Jack Germaine – Civil & Environmental Engineering
- Jim Limbrunner – Civil & Environmental Engineering
- Mark Hempstead – Electrical & Computer Engineering
- Mohammed Ghavamzadeh – Computer Science (starting Jan. 2016)

Margery Davies, Associate Dean of Faculty Affairs, announced that there will be a faculty search procedures meeting on Friday, Oct 2\textsuperscript{nd} from 12-2pm in the Chase Faculty Dining Room. This meeting is open to all departments who are in the process of conducting full-time faculty searches in AY15-16. Margery also announced that the School of Engineering is now using an online platform for faculty searches, Interfolio, where you can view applications and have the ability to communicate with other search committee members. This platform will also allow departments to retrieve EEO information about applicants. There will be a training session about this system on Thursday, October 15\textsuperscript{th} from 9:30-11am in the Chase Faculty Dining Room.

**Academic Integrity Issues**—Mickey Toogood, Judicial Affairs Administrator, Office of the Dean of Student Affairs
Mickey Toogood, Judicial Affairs Administrator, spoke to faculty about the academic integrity issues that the School of Engineering specifically may face. Although the University currently has a strong policy in place it has not been revised in the last 10 years. Mickey would like to take a look at the policy again as it serves the Arts & Sciences more than Engineering. While the policy is extremely descriptive with plagiarism, citing sources, etc. it is less clear when it comes to violations within Engineering resulting with discretion and faculty input being used to assign violations. In order to eliminate further discrepancies and leeway for engineering violations Mickey suggested that new language and rules be added to the policy. He encouraged faculty to help with this project by providing feedback to him individually or through a committee.

Mickey also discussed The Student Affairs Office pledge to be more transparent with the Tufts Community, while maintaining student confidentiality. The office has recently produced a summary report on disciplinary sanctions which can be accessed through https://secure.ase.tufts.edu/studentAffairs/resources/formsSecured.asp using your UTLN login. There were over 500 disciplinary cases reported last year, with only 51 Academic Integrity violations reported. With more than 5000 students Mickey believes that academic violations are being underreported and would like to see numbers go up.

If faculty would like to view policies, report an academic integrity incident, or have any student affairs questions please visit http://students.tufts.edu/student-affairs/what-we-help/your-health-wellness-and-safety/judicial-affairs or contact Ty Freeman, Administrative Assistant at ty.freeman@tufts.edu or Mickey Toogood at Michael.Toogood@tufts.edu.

**New Research Administration Model** – Debbie Grupp-Patrutz, Associate Vice Provost for Research Administration

Research Administration (RA) is rolling out an improvement initiative for TEAM (Tufts Effectiveness in Administrative Management) using a significantly different model than the centralized centers currently in place for TTS and TSS. This RA model will be a partnership focused on improving the high administrative burden on administrators and faculty and fill gaps that have a lack of support for faculty. From the faculty advantage point they will try to improve service by having administrators close in proximity and create a clear career track to improve job satisfaction and retention among research administrators by providing professional development trainings, reasonable portfolios sizes, updated titles, etc. Administration will also roll out a new electronic system, RAS, where administrators can access information on past and current funding proposals and awards, and use the information to create new proposals within the system. There is also the Budget Center’s Axiom system that administrators can also use for post-award reporting.

Dean Qu opened the floor to questions. Kyongbum Lee asked if Tufts compensation is comparable to other universities in the Boston area. Debbie explained that Harvard and Boston University are currently their top competitors in Boston, but Tufts is currently in sync with other universities like MIT who pay top mid-range. Igor Sokolov expressed a desire to have a more technical review for proposals. Debbie informed faculty that there is a department in place, The Office of Research Development, which can assist in reviewing proposals if submitted in advance. Soha Hassoun questioned what the long-term model for Research Administration is and who will ultimately take on the cost for hiring the research administrators. Executive Associate Dean Scott Sahagian responded that this is an evolving issue that is being looked into by the Office of the Dean.

**Proposed Changes to AS&E Committee on Tenure and Promotion** – Mark Cronin-Golomb, Professor
Mark Cronin-Golomb, chair of the AS&E Tenure & Promotion committee, reviewed the proposed T&P changes that are being submitted at the next AS&E faculty meeting. From the discussions last year concerning Engineering representation the school voted to propose an increase to the size of the T&P committee with Engineering representation being increased from a minimum of 1 to 2. The proposal being delivered at the next AS&E Faculty meeting will request that the bylaws of AS&E be amended to change the size of the T&P committee from 6 to 8 people with representation from Engineering being increased to a minimum of 2 and A&S representation being increased to a minimum of 4. Needing 2/3 of the votes from AS&E faculty to pass, Mark urged faculty to attend the AS&E meeting on October 28th to vote on this proposal. He also invited those interested in serving on the T&P committee to submit their names when election time comes to fill Engineering vacancies.

Jeff Hopwood asked if there will be an immediate election to fill the vacant spots if the proposal is approved. Mark explained they would normally have an open election for one member in 2016, but because of the proposed changes it would make sense to have an immediate election. Kurt Pennell asked if the issue of allowing associate professors to vote on promotion cases to full professor will be brought to attention of AS&E faculty. Mark responded that this is an issue he plans on addressing with full faculty.

**Update on ABET Accreditation process** – Chris Swan, Associate Professor
Chris Swan announced that the School of Engineering is continuing to prepare for ABET re-accreditation of specific engineering/computer science programs. The school will be visited in fall 2017 by ABET evaluators with reports to be developed and submitted to ABET beginning Fall 2016. Chris encouraged departments to continue their efforts to compile appropriate information, or begin the process if they have not done so. Chris also urged faculty to learn more about the ABET accreditation process so that they are aware of the specific program outcomes and educational objectives of their department as well as those of the School.

**Other Notes**
Dean Qu opted to change the process of approving faculty minutes. Minutes will be automatically approved unless there is formal objection from a faculty member. The meeting minutes from May 14, 2015 and consent agenda from Curriculum Committee were approved.

Meeting adjourned at 1:18pm