School of Engineering Faculty Meeting
Wednesday, November 4, 2015, 12pm in Nelson Auditorium

In Attendance:

**BME**
Fiorenzo Omenetto
Mark Cronin-Golomb
Qiaobing Xu
Sergio Fantini
Keleigh Sanford

**ChBE**
Ayse Asatekin
Christos Georgakis
Dan Ryder
Kyongbum Lee
Manolis Tzanakakis
Maria Flytzanis-
Stephanopolous

**CEE**
Andrew Ramsburg
Babak Moaveni
Chris Swan
Daniele Lantagne
David Gute
Laurie Baise
Masoud Sanayei
Wayne Chudyk

**CEEO**
Ethan Danahy

**CS**
Alva Couch
Anselm Blumer
Matthias Schutz
Ming Chow
Soha Hassoun
Ben Hescott

**ECE**
Aleksander Stankovic
Doug Preis
Eric Miller
Jeff Hopwood
Luisa Chiesa
Ron Lasser
Sameer Sonkusale
Tom Vandervelde
Valencia Koomson

**ME**
Anil Saigal
Chris Rogers
Doug Matson

**TGI**
Mark Ranalli
Sam Liggero

**Dean’s Office**
Jianmin Qu
Darryl Williams
Scott Sahagian
Karen Panetta
Jason Rife
Amy Maher
Zilia Munguia
Julia Keller
Jason Rife
Margery Davies
Jonathan Dudley

**Guests**
Karen Vagts
Ying Ye
Cindy LuBien
Kelly Fogg

**Chair ed by:** Jianmin Qu, Dean
**Minutes by:** Zilia Munguia

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**SUMMARY**

- Benefits Program Manager Kelly Fogg updated faculty on employee benefits
- Associate Dean Jason Rife reminded faculty about Mid-Term Performance
- Dean Qu spoke about his strategic vision for the SOE.
- October 7th faculty meeting minutes were approved.

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The meeting commenced at 12:12pm.
Update on Employee Benefits- Kelly Fogg, Benefits Program Manager

Kelly Fogg updated faculty on a new benefit available to Tufts employees. Health Advocate is a healthcare assistance company that works with their members on insurance-related and medical care issues. Benefits eligible employees have access to receive assistance with scheduling appointments, transferring medical records, resolving benefits issues, appealing claims issues, etc. Kelly encouraged faculty to utilize the service and provide her with feedback on their experiences with Health Advocate. Please visit healthadvocate.com/members for more information.

Kelly opened up the floor to questions. David Gute inquired if Health Advocate is outside company contracted by Tufts. Kelly explained that Health Advocate is a 3rd party vendor. Ayse Asatekin asked if you have to be on the Tufts Health Plan to utilize this service. Kelly explained that this benefit is open to any benefit eligible employees, including post-docs, their spouses/qualified domestic partners, dependent children, parents and parents-in-law.

Mid-Term Performance Reminder- Jason Rife, Associate Dean for Undergraduate Education

Associate Dean Rife spoke to faculty about the 2016 degree sheet. Dean Rife advised faculty who have senior advisees that per an SOE vote* seniors may use ES93 in place of both the EN Elective & EN2 that are on the 2016 degree sheet. Dean Rife has confirmed with the Registrar’s Office that there is a blanket petition in place for these seniors and no other petitions will be required.

*Based on the SoE vote from March 7, 2012, a "prof forma" petition has been issued to the Registrar that allows ES93 (1.0 credit) as a substitution for both the EN Elective (0.5 credit) and EN2 (0.5 credit) on all 2016 Degree Sheets for the School of Engineering.

Ron Lasser asked if this would also count for seniors who are in the BS/MS program this year. Associate Dean Rife explained that the 2016 degree sheet will apply to those students as well.

Dean Qu asked Jason to briefly go over the BS/MS requirements. Jason explained that this program is generally completed in 10 semesters, but for students interested in graduating early there is an option to complete the program in 9 semesters, as long as a student is registered as a graduate student for two full semesters. To register as a graduate student, the student must first complete 38 units of study and file the form for early completion of residency requirement by the second week of the term. Ben Hescott asked if the 38 units also applies to Computer Science students in Liberal Arts. Jason clarified that the 38 unit requirement does apply to students transitioning from Liberal Arts to Engineering, including Computer Science and Engineering Psychology students.

Dean Rife concluded by reminding faculty about the mid-term performance email that was recently sent out by Joan Puglia. Jason stated that often times these emails can be overlooked, but if a faculty member has any concerns (i.e., excessive absences, low grades) about a student to email him or any of the alpha deans.

Strategic Planning –Jianmin Qu, Dean

Dean Qu started by reviewing the SOE strategic planning efforts that took place between 2012 and 2014. After extensive discussion among the SOE Leadership Team (Department Chairs and Directors, and Cabinet Members), a draft strategic planning framework document was presented for comments to the Board Advisors (in October of 2013) and the SOE Faculty (at a half day Retreat
in January of 2014). Dean Qu would like to build upon this existing strategic planning framework and convert this document into a strategic plan which can be used by Advancement for fundraising purposes. Dean Qu would like to form a 3-5 person task force which can review the existing document and convert it into a concise plan with implementation steps. Dean Qu asked that any faculty members interested in being part of this task force email him as soon as possible as he would like to have a rough draft by January/February.

Laurie Baise asked if this committee will work with the department chairs or he if plans to build a committee outside the department chair structure. Dean Qu said he plans to have this committee work with him, the department chairs, as well as faculty. Dean Qu’s goal is to have this committee act as a working group where they will convert this document into a strategic plan and present it to department chairs and faculty for any modifications/suggestions. Anselm Blumer asked if committee members will have access to information that they generally do not have access to. Dean Qu said he will provide all the information needed to task force members in order to do this.

Dean Qu continued by saying the key part of implementation is coming up with strategies that will generate revenue to pay for SoE’s goals of increasing student enrollment, TT faculty hires, office and lab space, etc. Dean Qu also stated he would like the committee come up with strategies that will help alleviate some pressure on SoE (e.g., focusing on computational hires in order to reduce the need for more lab space for physical experiments).

Massoud Sanayei asked if SoE has the approval of upper administration, specifically for increasing faculty hires and undergraduate student enrollment. Dean Qu acknowledged that if student enrollment increases, it will impact both the University and School of Engineering. The Provost has already put a task force together to review whether the university can handle an increase in student enrollment. As for faculty hires, Dean Qu said that the Executive Associate Dean will have to go through the financials to see what is plausible.

Rich Vogel asked if Dean Qu had a specific university that he would like to model Tufts after. Dean Qu said that Tufts will never be a carbon copy of another university, but he would like to be ranked as high as possible, although he knows it may not be possible to be ranked within the top 20. He would also like Tufts to be known as a strong engineering school.

Masoud Sanayei asked if the priority of the school is on teaching or on research. Dean Qu stated that Tufts is a research-oriented educational institution. Dean Qu went on to further explain that both teaching and research are important and neither can be neglected.

Dean Qu concluded the meeting by asking faculty to email him if they have any strategies or suggestions on the strategic planning process.

Other Notes
The meeting minutes from October 7, 2015 were approved. Dean Qu also announced that if faculty have not sent in their research expertise to Amy Maher to please do so as soon as possible. This data is being compiled in order to create a portfolio to help connect faculty with industry people who may have an interest in supporting their research.

Meeting adjourned at 1:20 pm