AS&E Faculty Meeting, Wednesday, February 8, 2017

Schedule and Location

Wednesday, February 8, 2017
Coolidge Room, Ballou Hall
Light lunch, coffee, and water served at 11:30 AM

*PLEASE NOTE THIS MEETING WILL OFFER VIDEOCONFERENCE CAPABILITIES FOR OUR SMFA COLLEAGUES

Agenda

Announcements
Update: Mental Health Task Force, Student Life Review Committee, and Executive Order on Immigration
Anthony Monaco, President

Degrees
Vote on Candidates for AS&E degrees
Anthony Monaco, President

Old Business
Vote on Proposed Bylaw Change for T&P Committee, limiting membership of the committee to full professors
Vote will be taken by secret ballot at the meeting
Krzysztof Sliwa, Chair, T&P Committee

New Business
Discussion of and Vote on Proposed Changes to the Bulletin for Semester-Hour Conversion
Anne Mahoney, Chair, EPC
Discussion and Vote on Campus Planning & Development Committee New Procedures Resolution
Justin Hollander and Juliet Fuhrman, Co-Chairs, Campus Planning and Development Committee
Discussion of Proposed Bylaw Changes: Academic Awards Committee, Library Committee, and Committee on Committees
Barbara Grossman, Chair of the Academic Awards Committee
David Garman, Chair of the Library Committee
Sarah Sobieraj, Chair of the Committee on Committees

For Reference

Attachments*
- Agenda and Briefing
- EPC proposed changes to the Bulletin

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

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 8, 2017
Briefings

Announcements

Update: Mental Health Task Force, Student Life Review Committee, and Executive Order on Immigration

The President will discuss the work of the Mental Health Task Force, plans for whose establishment he mentioned in the beginning of the year message sent to the Tufts community on September 9, 2016. The purpose of the Task Force is to conduct a university-wide review and assessment of student mental health, wellness and holistic engagement, including the current student experience, the services offered, available resources and potential areas for additional collaboration and support. President Monaco and Dr. Paul Summergrad, chair of the Department of Psychiatry at the School of Medicine and Tufts Medical Center, and a past President of the American Psychiatric Association, serve as co-chairs of the Task Force. Members of the Task Force include students, faculty and staff from across the university. The Task Force is organized into two working groups. The working group on undergraduate student mental health is co-chaired by Raymond Ou, Senior Associate Dean of Student Affairs and Jennifer Stephan, Associate Dean of Undergraduate Advising, School of Engineering. And, the working group focusing on graduate and professional student mental health is chaired by John Matias, Associate Dean of Admission and Enrollment, at the School of Medicine. At the conclusion of its yearlong review, President Monaco has asked the Task Force to make recommendations with respect to: (1) education, outreach and health promotion, (2) services and resources, and (3) policies and practices.

The President will also discuss the work of the Student Life Review Committee, plans for whose establishment he outlined in a message to the community on December 22, 2016. The Committee is charged with determining how the current co-curricular experience contributes to undergraduates’ well-being, personal growth, and depth of connection to a vibrant Tufts community, as students on campus and as alumni, and with developing specific, actionable recommendations on how that contribution can be strengthened. The Committee’s membership includes members of the faculty in the Schools of Arts and Sciences and Engineering as well as students, administrators, alumni, community representatives, and trustees; it is chaired by Susan H. Murphy, Ph.D., Vice President Emerita of Student and Academic Services at Cornell University. The President has asked the Committee to consult broadly with the community as it develops its findings and recommendations.

On January 27, President Trump issued an Executive Order restricting immigration from Iran, Iraq, Libya, Somalia, Sudan, Syria, and Yemen. Since then, the university has been working to assess the implications of the Order for members of the Tufts community and support members of the community affected or potentially affected by it. President Monaco issued a statement supporting international members of the Tufts Community and responding to the Executive Order on January 29, and has also joined other university presidents in a letter urging the President to rectify or rescind the Order. Forums for members of the community with questions or concerns about the Order were held on the Medford/Somerville and Boston-Health Sciences campuses on Friday, February 3. President Monaco will share background and provide an update on the issue.
Old Business

Vote on Proposed Bylaw Change for T&P Committee, limiting membership of the committee to full professors

Speaker: Krzysztof Sliwa, Chair T&P

Proposed Change #1 Summary: Proposal to require only full professors to serve on the Tenure and Promotion Committee.

Change of Bylaws of AS&E (marked in blue)

c) A Committee on Tenure and Promotion, consisting of eight tenured members of this faculty at the rank of professor elected by the entire voting faculty, and the provost, without vote. At all times, the committee membership shall include at least two members of the School of Engineering and four members from the Faculty of the School of Arts and Sciences. At least one member shall represent each of the following areas in School of Arts and Sciences: the humanities and arts; the social sciences; the natural sciences and mathematics. No more than one member of a single department may be a member of this committee at any one time.

Key Issues: The proposal would simply codify the existing practice, as every efforts have been made to elect only full professors as members of the T&P Committee. This requires a change of AS&E Bylaws.

Action required: Vote by secret ballot for a change of the AS&E Bylaws at the AS&E faculty on February 8, 2017.

New Business

Discussion of Proposed Changes to the Bulletin for Semester-Hour Conversion

Speaker: Anne Mahoney, Chair, EPC

Summary: EPC has revised the Bulletin to express policies in terms of semester hours rather than Tufts Credits. The new language is to take effect for students who matriculate in Fall 2018. The goal is to translate the existing requirements from a system in which "courses" and "credits" are nearly always interchangeable into a system in which courses don't all carry the same number of semester hours. Although EPC intends not to change the substance of any requirement, in fact this is not always possible, so these changes are not merely mechanical.

Key Issues: See the overview, on the first page of the attached document.

Action: Faculty are asked to approve the new language.

Further information: The initial draft was distributed with the December agenda, and a revised version is attached to the agenda and available on the EPC website.
Discussion and Vote on Campus Planning & Development Committee New Procedures Resolution

*Speakers:* Justin Hollander (UEP) and Juliet Fuhrman (Biology), Co-Chairs of the AS&E Campus Planning & Development Committee (CPDC)

*Summary:* To establish procedures by which the Campus Planning & Development Committee (CPDC) will consider and offer response to the administration around all campus plans and development projects.

*Key Issues:* According to the AS&E Bylaws, the CPDC has the responsibility "To consider and offer response to all comprehensive campus plans and acquisitions and to the programming, planning, siting, and architectural character of new buildings, additions, and renovations". But the Bylaws fail to outline any specific procedure to accommodate that. Therefore, after deliberating internally and consulting several members of the Tufts administration, CPDC is seeking the support of the AS&E faculty to codify new procedures for campus planning. With the below steps, CPDC serves as a better venue for collaboration with the administration: the Committee becomes the place where the administration communicates plans and development projects and where CPDC can offer meaningful response.

1) At the beginning of every semester, the Vice President of Operations will deliver a written summary of all upcoming planning and major development efforts on the Medford Campus to the Chair of CPDC and could request agenda items for the next CPDC meeting.

2) CPDC members will consider those plans and development projects and then articulate for each a set of principles that reflect the concerns and aspirations of the AS&E faculty.

3) CPDC will share those principles with the AS&E faculty and the administration through announcements at faculty meetings and the Office of the Secretary of the Faculty’s website. It is the expectation of the CPDC that those principles will inform the administration’s planning and development efforts.

*Action required:* We are seeking endorsement of the above procedures from the Faculty of AS&E, in order for CPDC to provide more effective and timely input into campus planning on the Medford Campus.

*Further Information:* With the adoption of these procedures, we ask the Secretary of the Faculty include them in the description of the committee’s functions.

Discussion of Proposed Bylaw Change for Academic Awards Committee

*Speaker:* Barbara Wallace Grossman, Chair, Committee on Academic Awards

*Summary:* We are updating the text so that it is clearer and more accurately reflects the committee’s current composition and responsibilities.

February 8, 2017
Existing Bylaws:
A Committee on Academic Awards, consisting of five or more faculty members whose function it shall be to select or recommend the recipients of competitive, university wide academic awards.

The committee is appointed from a broad spectrum of A&S&E faculty, including at least one member from the School of Engineering. The committee is responsible for review of nominations for university wide undergraduate awards and for some departmental and interdepartmental awards. Review of candidates and selection of awards recipients take place in March and April. Ex-officio members with vote include: the Dean of Academic Advising and Undergraduate Studies or designee; the Dean of Student Affairs; and the Director of Financial Aid.

Proposed Bylaw Revisions with Track Changes:
A Committee on Academic Awards, consisting of five or more ten to twelve fulltime AS&E faculty members appointed for five-year terms, including at least two from the School of Engineering. The chair is chosen annually by the committee from its own members and must be designated by the end of each academic year for the following year, whose function it shall be to select or recommend the recipients of competitive, university wide academic awards.

The committee is appointed from a broad spectrum of A&S&E faculty, including at least one member from the School of Engineering. The committee is responsible for reviewing all nominations for competitive, university-wide academic awards and scholarships, as well as for some departmental and interdepartmental prizes, and choosing the recipients (almost entirely, but not exclusively, undergraduate).

Review of candidates and selection of award winners take place in March and April. Ex-officio voting members with vote include: the Dean of Academic Advising and Undergraduate Studies or designee, the Dean of Student Affairs, and the Director of Financial Aid.

Proposed Revisions as they would thus read (without Track Changes)
A Committee on Academic Awards, consisting of ten to twelve fulltime AS&E faculty members appointed for five-year terms, including at least two from the School of Engineering. The chair is chosen annually by the committee from its own members and must be designated by the end of each academic year for the following year.

The committee is responsible for reviewing all nominations for competitive, university-wide academic awards and scholarships, as well as for some departmental and interdepartmental prizes, and choosing the recipients (almost entirely but not exclusively, undergraduate).

Assessment of candidates and selection of award winners take place in March. Ex-officio voting members include: the Dean of Academic Advising and Undergraduate Studies or designee, the Dean of Student Affairs, and the Director of Financial Aid.
Action Required: AS&E faculty members will discuss the proposal on February 8th and vote on the proposal on March 1st.

Further Information: The committee membership website will be updated accordingly if these proposed changes are approved.

Discussion of Proposed Bylaw Change for Library Committee

Speaker: David Garman, Chair, Library Committee

Summary: Library Committee members are proposing bylaw changes that will:

1. Establish the size of the committee.
2. Provide additional guidance on committee composition.
3. Drop the mandated membership of the Chair of the Committee on Budget and University Priorities.
4. Clarify the ex officio membership.

Proposed Bylaw Changes (showing deletions and additions):

(b) A Committee on the Library, consisting of: four or more members six members of the faculty, at least four of whom have professorial rank with no more than one member from any one department and with priority given to representing the diversity of disciplines in the schools; the Chair of the Committee on Budget and University Priorities; two undergraduate students designated by the TCU Senate; one graduate student designated by the Graduate Student Council; and the following administrators as ex officio members with voting privileges: the Director and Associate Director of Tisch Library and an Associate Director or a designee. The committee shall study and make recommendations concerning library policies, budget, collections, and services. It shall also assist in the dissemination of information about the library to constituent groups.

Key Issues: The absence of a maximum size for the committee and insufficient guidance on faculty membership complicates the process of identifying and appointing new members. Here is the rationale for each of the four proposed changes:

1. In recent years the Library Committee has regularly included as many as twelve faculty members. Committee members enjoy the company of their colleagues, but believe that half that number will provide sufficient faculty input.
2. The committee needs faculty input from a wide range of disciplinary and interdisciplinary areas, but decided that membership designations by schools and departments is outdated.
3. It seems inappropriate and impractical for the Chair of the Committee on Budget and University Priorities to be designated as a bylaw member of other committees. We will invite the Chair of Budget and Priorities to meet with the Library Committee as needed.
4. There is only one Associate Director of Tisch Library.
Action required: AS&E faculty members will discuss the proposal on February 8th and vote on the proposal on March 1st.

Further Information: none

Discussion of Proposed Bylaw Change for Membership of Committee on Committees

Speakers: Sarah Sobieraj, Chair, Committee on Committees

Summary: We are proposing one bylaw change for the Committee on Committees, removal of the requirement that members have professorial rank in order to serve.

A Committee on Committees, consisting of five full-time members of the faculty having professorial rank and who have served Tufts University for at least five years, elected by the faculty for staggered five-year terms in accordance with the procedures provided in these bylaws. The membership shall include at least one member from the School of Engineering. In addition to the five elected members, the President of the University or designee shall serve as a member ex officio with voting privileges, and a representative of the Executive Committee shall serve ex officio without vote. Each year the elected members of the committee shall choose a chair and secretary from their own membership.

Key Issues: We see no reason to limit this opportunity to those who are of professorial rank and welcome the service of all full time faculty.

Action Required: AS&E faculty members will discuss the proposal on February 8th and vote on the proposal on March 1st.

Further Information: See the attached document, “Proposed Bylaw Change for Membership of Committee on Committees.”