AS&E Faculty Meeting, Wednesday, March 1, 2017

Schedule and Location
Wednesday, March 1, 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 COLLEAGUES AT THE SMFA

Agenda

Announcements

First AS&E faculty meeting – Tuesday, August 29, 2017
   Members of the AS&E Executive Committee

Student Life Review Committee: Engagement Opportunities
   Michael Baenen, Staff to the Student Life Review Committee

Proposed Tobacco-Free Campus Policy
   Jennifer Allen, Chair, Community Health

Old Business

Vote on 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

New Business

Open Positions and Nominations for 2017-2018 Elected Committees
   http://ase.tufts.edu/faculty/committees/elections/index.htm
   Sarah Sobieraj, Chair of Committee on Committees

Discussion of Proposed Bylaw Change from Faculty Research Support and Facility Advisory Committee
   Al Robbat, Faculty Research Support and Facility Advisory Committee

Discussion of and Vote on AS&E Academic Calendars 2020-2025
   Heather Nathans and Jason Rife, Faculty Representatives to the Ad hoc Calendar Committee

Update on Capital Planning and Projects, including Central Energy Plant, Science and Engineering Complex, Cummings Building, and Barnum-Dana Future Uses
   Tony Monaco, President

For Reference

Attachments*
   - Agenda and Briefing
   - Proposed bylaw changes from the Faculty Research Support and Facilities Advisory Committee
   - Proposed Calendars for 2020-2025

*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/.

March 1, 2017
Briefings

Announcements

First AS&E faculty meeting – Tuesday, August 29, 2017
The first AS&E Faculty Meeting of the year has historically been held on Wednesday afternoon, immediately following matriculation. The president, provost and school deans have been unable to attend matriculation events and meet new parents because the entire afternoon has been devoted to a faculty meeting, so there was a proposal to move the meeting to the Tuesday afternoon before matriculation. The school deans addressed this possibility with department chairs in each school, and there wasn’t significant concern related to the shift in date. Therefore, the first AS&E Faculty Meeting on AY 17-18 will take place at 2:45 PM on Tuesday, August 29th, following the GSAS matriculation, so departments should plan ahead accordingly.

Student Life Review Committee: Engagement Opportunities
The Student Life Review Committee is now actively engaged in seeking comment on undergraduate co-curricular life from members of the Tufts community and particularly welcomes input from members of the faculty. The consultants working with the Committee met recently with members of the Committee on Student Life and representatives of the Equal Educational Opportunity Committee, and will be reaching out to additional members of the faculty in the coming weeks. If you are approached to provide input, we hope you will do so. If you would like to share your thoughts with the Committee, or invite a representative of the Committee to meet with you, you may contact Michael Baenen in the President’s Office (michael.baenen@tufts.edu) or submit a comment through the webpage for the Committee at: http://president.tufts.edu/student-life-review-committee/.

Proposed Tobacco-Free Campus Policy
Across the U.S., colleges and universities are instituting tobacco free policies that disallow smoking on campus as part of a strategy to build a "culture of health." The Tufts Tobacco-Free Campus Initiative was started four years ago by a group of students in collaboration with faculty from the Community Health Department and University Health Services. We have gathered input from stakeholders who may be affected by a tobacco-free campus policy, including students, faculty, staff, administrators, Health Services, Human Resources, Tufts University Police, Facilities and Maintenance and neighbors. We have also amassed information about available resources to support smoking cessation for those who seek to quit. As we move forward, we invite additional input from students, faculty and staff about implementation and enforcement of this policy. Questions or concerns should be addressed to Jennifer Allen (jennifer.allen@tufts.edu).

Old Business

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.

March 1, 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 no fewer than ten and no more than twelve full-time 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 of 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 or designee; 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.

March 1, 2017
Action Required: AS&E faculty members will vote on the proposal on March 1st.

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

Vote on Proposed Bylaw Change for the 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 their designees. 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 vote on the proposal on March 1st.

Further Information: none

Discussion of Proposed Bylaw Change for Membership of Committee on Committees

March 1, 2017
**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 vote on the proposal on March 1st.

**New Business**

Open Positions and Nominations for 2017-2018 Elected Committees

**Speaker:** Sarah Sobieraj, Chair, 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. All candidates will be listed on the corresponding pages of the election website: [http://ase.tufts.edu/faculty/committees/elections/index.htm](http://ase.tufts.edu/faculty/committees/elections/index.htm).

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

- **Budget and Priorities Committee**
  - One Full-Term Position (2017-22): Social Sciences Member (Replacing Marina Bers)
  - One Full-Term Position (2017-22): Mathematics/Natural Sciences Member (Replacing Austin Napier)
  - One One-Year Position (2017-18): Mathematics/Natural Sciences Member (Replacing George McNinch)
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- **Committee on Committees**
  - One Full-Term Position (2017-22): AS&E Faculty Members (Replacing Sarah Pinto)
  - One One-Year Position (2017-18): Engineering Faculty Members (Replacing David Gute)

- **Executive Committee**
  - Three Full-Term Positions (2017-20): AS&E Faculty Members (Replacing Roger Tobin, Fulton Gonzalez, and Jack Ridge)

- **Faculty Advisory Board**
  - One One-Year Position (2017-18): AS&E Faculty Members (Replacing Kelly Greenhill)

- **Grievance Panel**
  - One Full-Term Position (2017-22): AS&E Faculty Members (Replacing Rosalind Shaw)
  - Two One-Year Positions (2017-18): AS&E Faculty Members (Replacing Jeff Berry and Hugh Roberts)

- **Tenure and Promotion Committee**
  - Two Full-Term Positions (May 1, 2018-April 30, 2021): 1 Social Science Member (Replacing Lynne Pepall) and 1 AS&E Faculty Member (Replacing Christos Georgakis)
  - One One-Year Position (May 1, 2017- April 30, 2018): AS&E Faculty Members (Replacing Judith Haber)

**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 15th. Electronic voting will begin on Wednesday, March 22, 2017 and close on Tuesday, March 28, 2017. Election results will be announced on March 29, 2017.

**Additional Information:** Eligibility lists and candidate information can be found on the corresponding elections page on the Secretary of the Faculty’s website: [http://ase.tufts.edu/faculty/committees/elections/index.htm](http://ase.tufts.edu/faculty/committees/elections/index.htm).

**Discussion of Proposed Bylaw Change from Faculty Research Support and Facility Advisory Committee**

**Speaker:** Al Robbat, Faculty Research Support and Facility Advisory Committee

**Summary:** Per the Executive Committee, a request was made of the Faculty Research Support and Facilities Advisory Committee (FRSFAC) to address membership and committee description and to update the bylaws based on actual work of the committee. Upon review, the FRSFAC committee made substantial recommendations for changes in membership, including faculty, students, central and school administrators and, as such, the committee’s role and responsibilities.
Key issues:
- Given the number of members, it has been difficult to fill positions and schedule meetings.
- Since central administrators do not have current responsibilities to the committee, including attending committee meetings when requested or providing information, it has been difficult in the past to acquire and communicate information so that the committee can act responsibly in its mission.

Action Required: Discuss recommended changes suggested by FRSFAC, including name change, committee description, responsibilities, and Bylaw. AS&E faculty members will vote on the proposal on March 29th.

Further Information: See attached for suggested changes to current description and bylaw.

Discussion of and Vote on AS&E Academic Calendars 2020-2025

Speaker: Heather Nathans and Jason Rife, Faculty Representatives to the Ad hoc Calendar Committee

Summary: During Summer 2016, the Secretary of the Faculty convened an ad hoc committee to prepare draft calendars for 2020-2025.

Key Issues: The committee made several decisions about the calendars based on precedent and the “bonus day” recently approved by AS&E faculty members. Please see the attached documentation for information about the points of interest for each of the academic years under consideration.

Action Required: Discuss and vote on the proposed calendars for 2020-2025.

Update on Capital Planning and Projects, including Central Energy Plant, Science and Engineering Complex, Cummings Building, and Barnum-Dana Future Uses

Speaker: Anthony P. Monaco

Summary: President Monaco will offer an update on capital planning and selected specific current and planned capital projects on the Medford/Somerville campus. After outlining the planning process for individual projects in the context of the university’s overall capital plan, he will discuss deferred maintenance and infrastructure projects, academic facilities, residential and athletics strategy and projects, and sustainability initiatives. Particular attention will be paid to major projects including the Central Energy Plant, the Science and Engineering Complex, the planned Cummings Building, and future plans for Barnum-Dana.

Key issues: Planning and implementation of capital projects to support the university’s mission.

Action required: For information.
Further information: Information on current construction projects is available at: http://sites.tufts.edu/construction/