AS&E Faculty Meeting, Wednesday, September 21, 2016

Schedule and Location

Wednesday, September 21, 2016, 12-1:20 PM
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
Retirement Party for Margery Davies, September 26, 3-5 PM, Coolidge Room
   Jim Glaser, Dean of the School of Arts and Sciences

New Business

Discuss AS&E Bylaw Changes: Budget and Priorities Committee
   Members of the AS&E Executive Committee

Next Steps in Credit Conversion Process
   Carmen Lowe, Dean of Undergraduate Studies
   David Proctor, Chair of LA&J Curricula Committee; Senior Lecturer, History
   Jason Rife, Chair of Engineering Curricula Committee; Associate Professor, Mechanical Engineering

Student Accessibility Services
   Kirsten Behling, Director of Student Accessibility Services

For Reference

Attachments*
   
   * 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/.
Briefings

Announcements

Retirement Party for Margery Davies, September 26, 3-5 PM, Coolidge Room
Please join us to celebrate Margery Davies’ accomplishments during her time at Tufts. She has contributed so much to the AS&E community, and we are very thankful for her service. The event will be held on Monday, September 26th from 3-5 PM in the Coolidge Room. The speaking portion of the event will begin at 3:30 PM.

New Business

Discuss AS&E Bylaw Changes: Budget and Priorities Committee

Speaker: Roger Tobin, Executive Committee

Summary: The bylaw description of the Budget and Priorities Committee shall be amended as follows:

Current bylaw language:

\[ e) \text{ A Committee on Budget and University Priorities, with membership as indicated below: eight faculty members, two from the School of Engineering and two from each of the following departments: (i) the natural sciences (i.e., the Departments of Biology, Chemistry, Earth and Ocean Sciences, Mathematics, and Physics and Astronomy), and the Department of Physical Education; (ii) the social sciences (i.e., the Departments of Child Study and Human Development, Community Health, Education, Economics, History, Occupational Therapy, Political Science, Psychology, Sociology, Anthropology, and Urban and Environmental Policy and Planning); (iii) the arts and humanities (i.e., the Departments of Classics; Drama and Dance; English; Art and Art History; History; Music; Philosophy; German, Russian, and Asian Languages and Literatures; Romance Languages; and Religion). Faculty members shall serve for five-year staggered terms. No more than one member of a single department may be a member of this committee at any one time.} \]

Proposal: Replace the above bylaw language with the following:

\[ e) \text{ A Committee on Budget and University Priorities, with membership as indicated below: eight faculty members, two from the School of Engineering and two from each of the following areas: (i) the natural sciences (i.e., the Departments of Biology, Chemistry, Earth and Ocean Sciences, Mathematics, and Physics and Astronomy), and the Department of Physical Education; (ii) the social sciences (i.e., the Departments of Child Study and Human Development, Community Health, Education, Economics, History, Occupational Therapy, Political Science, Psychology, Sociology, Anthropology, and Urban and Environmental Policy and Planning); (iii) the arts and humanities (i.e., the Departments of Classics; Drama and Dance; English; Art and Art History; History; International Literary and Cultural Studies; Music; Philosophy; Romance Languages; Religion; and the School of the Museum of Fine Arts at Tufts). Faculty members shall serve for five-year staggered terms. No more than one member of a single department, or the SMFA, may be a member of this committee at any one time.} \]

Key Issues: The membership description of the Budget and Priorities Committee in the AS&E bylaws needs to be amended to address the department name change of German, Russian and Asian Languages and Literatures to

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International Literary and Cultural Studies; to include the SMFA at Tufts in the arts and humanities grouping; and to indicate no more than one member of the SMFA could serve at one time, similar to the restriction on departments.

**Action required:** Discussion; vote on the proposed changes on October 19, 2016.

### Next Steps in Credit Conversion Process

**Speakers:** David Proctor, Jason Rife (in absentia), and Carmen Lowe

**Summary:** In Fall 2018, Tufts will shift to a new credit system based on semester hour units (3-4-5). In preparation for that shift, Curricula Committees in both A&S and SoE will spend this academic year reviewing the Course Catalogue to determine semester hour units (SHUs) to be assigned in place of old Tufts credits. They will soon seek feedback from departments and programs about their courses. They aim to engage in a transparent, consistent, and deliberative process as all courses are assigned semester hour units.

**Key Issues:** Overview of process, demonstration of departmental spreadsheet, and online petition form.

**Action required:** Department chairs, program directors, and department administrators will be sent an email message with instructions for next steps, as well as a spreadsheet listing courses, estimated SHUs, option to approve that estimate or to petition for a different SHU value. There will also be an option to remove courses no longer taught from the Course Catalogue. Departments will be given a time-frame for action.

**Further Information:**

**Student Accessibility Services**

**Speakers:** Kirsten Behling, Director of Student Accessibility Services (SAS)

**Summary:** Kirsten will provide a brief overview of how SAS supports students with disabilities, what the responsibility of faculty is and suggest ways that faculty and SAS can partner together.

**Key Issues:** The accommodation process from in-take to execution of the accommodations in the classroom

**Further Information:** Please visit our website at: [https://students.tufts.edu/student-accessibility-services](https://students.tufts.edu/student-accessibility-services)