AS&E Faculty Meeting, Wednesday, October 19, 2016

Schedule and Location

Wednesday, October 19, 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

Summer Scholars Poster Session on Friday, October 21
Anne Moore, Program Specialist, Scholar Development

New Business

Discussion of and Vote on Proposed Changes to Statement 11 for 2017-18
Krzysztof Sliwa, Chair of T&P Committee

Discussion and Vote on Campus Closure Make-Up Policy Proposal
Anne Mahoney, Chair of EPC

Dowling Hall Administrative Reorganization of Student Affairs and Student Services
James M. Glaser, Dean of the School of Arts and Sciences, and
Jianmin Qu, Dean of the School of Engineering

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/.

Below the Line Announcements

Join President Anthony P. Monaco and Dean Nancy Bauer to celebrate the acquisition of Fold Xll, a painting by African-American artist Sam Gilliam. Nicholas Cullinan, director of the National Portrait Gallery in London calls Gilliam “one of America’s greatest living abstract painters.” Tufts University received this latest addition to our collection through the generosity of Dr. Maurice S. Segal, A28, M32, A65P. The event will take place on Friday, October 21st at 11:00 a.m. at the Koppleman Gallery, Aidekman Arts Center, 40 Talbot Avenue, Medford, MA (speaking program at 11am followed by reception in Remis Sculpture Court). Please RSVP to rsvp@tufts.edu or 888-320-4103.

October 19, 2016
Briefings

Announcements

Summer Scholars Poster Session on Friday, October 21
Last summer, 52 Tufts student participated in the Summer Scholars Program, in which they pursued independent research under the close guidance of a faculty mentor. Please join us on Friday, October 21 from 4-6 PM in the Chase Center, Carmichael Hall, when they present the results of their research at a poster session. Light refreshments will be served.

New Business

Discussion of and Vote on Proposed Changes to Statement 11 for 2017-18
Speaker: Krzysztof Sliwa, Chair T&P

Summary: Proposed changes to Statement #11.

1) The modification on page 16 reflects the change of policy for expedited cases and, as such, it requires a faculty vote.

2) The other proposed changes on pages 7, 18, 21 are simply clarifications of existing rules; they do not require a faculty vote and are presented for the sake of completeness.

3) Discussion of the participation of associate professors in promotion-only cases.

Key Issues:

1) The number of lateral hires is not expected to decrease in the future. The proposed change of existing policy allows the T&P Committee to look at the case before the offer of employment is made and to decide whether the expedited process is applicable in a given case.

Action required: Vote for a change of wording in Statement #11, page 16, Part 3:

Page 16, Part 3
3. Both the department and the appropriate dean must request the expedited process, and the T&P Committee must approve this request before the offer of employment is made by the deans. If the request is denied, the case would go through a full review, as described in Part 4.

2) For Faculty Information: The following changes to Statement #11 are meant to clarify the existing wording; these changes do not require any action from faculty and are presented for the sake of completeness.

Page 7, Part 1
Page 21, Part 3

7. Soliciting letters from External Evaluators: The preparator solicits a confidential written evaluation of the candidate's scholarly work from the list of External Evaluators using a standard letter; a
template for this letter may be found in the preparator's packet. Prior to sending out the formal letter of solicitation, the preparator may make initial contact with potential referees by phone or e-mail. **Care must be taken in all contact with potential evaluators not to use language that might prejudice the objectivity of the reviews.** As per 12(f), all written communication becomes part of the permanent record. It is the responsibility of the preparator to solicit letters from those on the approved list in such a way as to (i) ensure the receipt of a sufficient number of letters (eight for tenure, five for promotion only) and (ii) ensure that the letters received are reasonably balanced between those from evaluators suggested by the candidate, and those from evaluators suggested by the department, or by both the department and candidate (ideally, at least four in tenure and at least three in promotion-only cases should come from evaluators suggested by the department).

Page 4, Part 1, section 4
Page 18, Part 3, section 4

4. **Compiling information on mentorship:** With the help of the department, the candidate prepares an annotated table of all closely mentored individuals with whom he or she has worked either in one-on-one or small-group settings, e.g., Ph.D. advisees, master’s thesis advisees, senior honors thesis advisees, lab and research collaborators, postdoctoral scholars and associates, and participants in directed performances and creative projects. The candidate should not contact mentees directly regarding his/her tenure and/or promotion case. The candidate may lodge any objections to soliciting a letter from a particular mentee.

Page 18, Part 3, section 5.

5. **Choosing External Evaluators:** External evaluation of a candidate’s scholarly contributions is an important component of the tenure and promotion process. To this end, the department is ultimately responsible for compiling and forwarding a list of suitable External Evaluators for a given case to the T&P Committee for consideration, keeping in mind the process outlined below. The list should include names of evaluators who can objectively assess the quality of the candidate’s research while outlining the candidate’s individual contributions to the discipline. The majority of the names on the list must be individuals with whom the candidate has had no more than an arm’s length relationship and who can provide an objective assessment of the candidate’s scholarly contributions. There must be no perception of a connection that might compromise the objectivity of the letter. With the approval of T&P, however, two outside letters may be included from those obtained during the hiring process, in which case such letters would count towards the candidate’s list of external evaluators.

3) **For Faculty Discussion:**

The School of Engineering took the following vote in spring 2015:

Do you support having only full Professors deliberate on cases of promotion to full Professor?

Yes (only full Professors deliberate on promotion cases): 33 votes (58%)
No (both full Professors and Assoc. Professors deliberate): 24 votes (42%)

In light of this vote by the faculty of the School of Engineering, the members of the T&P Committee would like to open a discussion by the full faculty of AS&E about the participation of associate professors in promotion-only cases.

October 19, 2016
Discussion and Vote on Campus Closure Make-Up Policy Proposal

**Speaker:** Anne Mahoney, chair of EPC

**Summary:** EPC proposes to specify which days should be used, if the deans decide it is appropriate to make up a class day after an unplanned campus closure.

**Key Issues:** We propose to use holidays as we have done in the past, and to start the spring semester one day earlier, allowing a "bonus day" that can be used as a make-up day or taken as a day of no classes if no make-up day is required.

**Action required:** AS&E faculty members vote on the proposal

**Further information:** Please see the attached proposal for more details about the proposal.

Reorganization of Dowling Staff

**Speakers:** James M. Glaser and Jianmin Qu

**Summary:** We plan to inform the faculty of some proposed changes within the Dowling organization. We are making these changes in order to best meet the challenges of the day, to make best use of the talents and skills of those who populate the organization, and to offer opportunities for people to grow and change.

**Key Issues:** Staffing and organizational structure.

**Action required:** This is informational and does not require a faculty vote.