

Minutes of FAP Meeting #1 AY2019-20

August 26, 2019

3:00 PM – 4:00 PM

SL 225

Members in Attendance: Nancy Burnham (Chair), Mike Radzicki (Secretary), George Pins (RPC Representative), Joseph Fehribach (FBC Chair), Kristopher Sullivan – Associate Vice President for Academic Affairs (presidential appointee to FAP, not yet confirmed by president)

Ex Officio: Tanja Dominko (Secretary of the Faculty)

Absent: Jeffrey Solomon (Executive Vice President/CFO)

- 1) **Welcome.** Chair Burnham welcomed everyone to the first FAP meeting of the year.
- 2) **Orientation of Secretary.** Chair Burnham briefed new secretary Radzicki on his general duties and the use of the committee's Canvas site.
- 3) **Discussion on the Roles of Committee Members.** A FAP orientation meeting was held on May 16, 2019 in which the roles of the AY '19-'20 committee members were informally determined. Professor Fehribach moved and Professor Radzicki seconded a motion for all FAP members to officially affirm the roles to which they informally agreed in May (as listed above). The motion passed unanimously.
- 4) **Identifying a FAP Representative to the Fringe Benefits Committee.** Chair Burnham indicated that FAP needs to appoint a representative to the Fringe Benefits Committee. A discussion ensued relative to who might be approached for this role. The general consensus was that a person from an engineering discipline housed at Gateway Park would add balance to the FBC. A number of people were suggested as possible candidates and Professor Pins was asked to reach out to them to ascertain their interest and availability.
- 5) **FAP Priorities for AY '19-'20.** Chair Burnham asked the committee to consider priority topics for the upcoming academic year. She suggested that, in addition to the opinions of committee members, FAP should solicit input from the faculty at large via the committee's Canvas site. Chair Burnham indicated she would send out an e-mail reminder to the WPI faculty urging them to use Canvas to share their views with FAP. Moreover, she indicated that there were already a small number of suggestions posted to the site's discussion board and that committee members should familiarize themselves with these comments.

To help members think more clearly about FAP's priorities for the academic year, a discussion was initiated relative to FAP's official mandate, which was read aloud, as well as the committee members' personal views

on the subject. Chair Burnham asked that each committee member post at least one suggested topic on the FAP Canvas site prior to its next meeting.

Although a small number of topics were initially mentioned during the discussion of committee priorities, the two that received the most attention were:

1. Transparency in the faculty evaluation process
2. The process of determining the list of WPI's peer institutions, against which salaries (and other) WPI metrics are compared.

6. **Adjournment.** The meeting was adjourned at 4:16 PM.

Respectfully submitted,

Michael J. Radzicki

Secretary