

## Minutes of FAP Meeting #20 AY2019-20

March 30, 2020

3:00 PM – 4:00 PM

### Meeting Held Electronically via ZOOM

Members in Attendance: Nancy Burnham (Chair), Joe Fehribach (FBC Chair), George Pins (RPC Representative), Jeff Solomon (Executive Vice President/CFO), Kris Sullivan (Associate Vice President for Academic Affairs)

Absent: Mike Radzicki (Secretary)

- 1) **Call to Order.** Chair Burnham called the twentieth FAP meeting of the year to order at 3:05 PM. In the absence of Secretary Radzicki, she volunteered to act as Secretary.
- 2) **Approval of Minutes.** The minutes of the March 23rd FAP meeting were discussed. CFO Solomon offered to adjust some wording offline and send a revised file to the committee for review.
- 3) **Borrowing against one's own 403B account.** An inquiry came to FAP regarding the possibility of borrowing against one's own 403B account. Jennifer Graves in the Division of Talent and Inclusion was suggested as the best contact person to discuss the allowable options. FBC Chair Fehribach will add this topic to an upcoming agenda for the Fringe Benefits Committee.
- 4) **Faculty Salary Benchmarking.** Chair Burnham reported that within the next week VP Jones-Johnson would be reviewing this year's data on faculty salary benchmarking with the Provost and that she would be invited to an upcoming FAP meeting to discuss the results.
- 5) **WPI Forward.** Brief updates were given on the progress of the various projects related to WPI Forward. While the possibility of curtailing WPI's benefits package exists, CFO Solomon reported that the administration is aware that such action could make WPI less competitive with other universities looking to hire outstanding faculty and staff. However, all project teams are using peer benchmarking data to make recommendations to WPI Forward.
- 6) **Calendar shift because of COVID-19.** With grades not due until May 18, a few days after the typical end of nine-month contracts (~May 15), the possibility exists of conflict with faculty summer obligations. It was observed that because A Term begins late this year, on August 27, there are still more than 13 weeks (1/4 of the year) between May 18 and August 27. (Note added later: there are 14.5 weeks between this year's D-Term grading deadline and the first day of A Term.)

7) **Extended COVID-19 discussion.** A wide-ranging discussion of the possible effects of the COVID-19 outbreak ensued. Topics included: i) the possible necessity of online education in A Term and how that would affect departmental administrative loads, ii) currently there are no leave of absence requests from existing students related to the virus, iii) that despite the uncertainty when normal life might resume, deposits for incoming students are slightly ahead of normal, and iv) summer programs and E-Term courses are still planned for both in-person and on-line delivery; registration for summer courses is ahead of normal for this time of year.

8) **Adjournment.** The meeting was adjourned at 4:15 PM.

Respectfully submitted,

Nancy A. Burnham

Chair and Acting Secretary