

Minutes of FAP Meeting #26 AY2019-20

1 June 2020

3:00 PM - 4:00 PM

Meeting Held Electronically via ZOOM

Members Attending: Nancy Burnham (Chair), Joseph Fehribach (FBC Chair, Secretary, *pro tem*), George Pins (RPC Representative), Mike Radzicki (Secretary), Jeff Solomon (Executive Vice President/CFO), Kris Sullivan (Associate Vice President for Academic Affairs)

- The meeting was called to order by the chair at 15:03.
- Discussion of Logistics:
 - The chair suggested that FAP next meet on June 15th; the committee did not object.
- Further Discussion of the AY 2020-21 Budget (Covid Budget):
 - The CFO mentioned that WPI continues to work out the details of the budget for AY2020-21—there are still a number of unknowns that will be determined across the summer. The number of those taking early retirement is 64 (16 of whom are faculty)—this is somewhat more than what we anticipated. The reduction in the NTT/adjunct faculty will likely be smaller than what was previously expected—the details will be shared with FAP when they are available. We will have a better sense of our revenue situation later in the summer. There was then some discussion of the financial impact of Covid-19; in general, this is still a wait-and-see exercise. There need to be sufficient resources to deliver our product.
 - How was the \$32 M reduction achieved? Roughly \$20 M in compensation and benefit decreases, and \$12 M in non-salary reductions. The latter was reached by a one-third reduction in the operating budget and a 75 % reduction in travel expenses. The compensation and benefit reductions were achieved through early retirements, the zero salary-increase pool, 403b reductions, elimination of overtime/temporary employment, reductions to health benefit costs, the hiring freeze, and executive compensation reductions.
 - Regarding how we will operate in the fall, many reopening scenarios have been considered, and this list has been whittled down til there are now only several scenarios under considerations. We will likely start classes *after* Labor Day (7 September 2020). [The previous statement is no longer the case.]
 - Teaching load issues were discussed; should administrative faculty be expected to teach during the Covid time?
 - What if faculty become sick in the fall? This is being considered by the reopening group.
- Discussion of the FAP Presentation at the May WPI Faculty Meeting:
 - Of the three items that FAP had hoped to discuss (WPI Forward, the Covid Budget and Benchmarking), time only permitted us to discuss one (the Covid Budget).

- Committee/Subcommittee Reports:
 - FBC: Has not meant in recent weeks; has approved an annual report to be included in the FAP annual report.
 - RPC: Nothing new.
 - The health care project from WPI Forward has tried out a pricing tool for health care procedures. This tool may be able to identify options that can save significant amounts of money. On the other hand, it may be difficult to choose these options because of physician preferences, etc.
- FAP Chair Signing Messages to the Faculty as FAP Chair
 - The appropriateness of the FAP Chair signing messages as “FAP Chair” to the Faculty alerting them to items proposed by Administrative Policy Group (APG) was discussed. It was noted that FAP had not approved these messages. On the other hand, it was noted that the FAP Chair is an ex officio member of APG and sits on APG to represent faculty interests there; this was decided by the administration, not by FAP, and the Chair must communicate the information to the Faculty. In future messages, the Chair will attempt to distinguish the Chair’s ex officio role from an endorsement of the message by FAP.
- The meeting ended at 16:03.

Respectfully submitted,

Joseph D. Fehribach,

Secretary, *pro tem*