

DRAFT Minutes of FAP Meeting #5 AY2021-22
October 4, 2021
4:00 PM – 5:00 PM
Meeting Held via ZOOM

Members in Attendance: Joseph Fehribach (FAP Chair), Joseph Sarkis (FBC Co-Chair), David Spanagel (RPC Representative), Tanja Dominko (FAP Secretary), Kris Sullivan (Associate Vice President for Academic Affairs), Mike Horan (Executive Vice President/CFO)

Agenda

1. Call to Order

Chair Fehribach called the meeting to order at 4:03 PM.

2. Update on Travel policy

Chair Fehribach reported that APG is considering that Travel policy be implemented as a pilot program and be made optional at this time. The University will collect data on its use, benefits and savings and discuss possible changes and/or implementation of the policy at a later date. The University is developing incentives for faculty and staff (to be identified) to follow the policy during this pilot program. It was not clear what data in addition to pricing will be collected and how the effectiveness of the pilot program will be evaluated.

3. Report to the Faculty at the October 4th faculty meeting

At the suggestion of Prof. Richman, the Secretary of the Faculty, **Chair Fehribach** will present a brief FAP report at the October 7th Faculty meeting on the impact of the large incoming class of 2025 on University revenues and supplemental spending proposed and approved for Academic Affairs. The report will review how much total additional revenue was generated by the unexpected class size; how much was devoted to academics, and how those decisions were reached; how the additional revenue to academic affairs was allocated, and how those decisions were made.

AVP Sullivan shared data on allocations within the approved supplemental budget of \$947,888. He emphasized that the proposal contained recommendations from Deans, primarily Dean of Undergraduate Studies Art Heinricher, as the effects of a large incoming class will be most impactful this year on freshmen and advising. However, there remains a continued commitment that these additional funds will be included every year in future budgets to accommodate for increased demands of this class as sophomores (major specific courses), juniors (IQPs) and seniors (MQPs). Allocations within academic affairs were as follows:

Expense category	Cost
Adjuncts and overload payments	\$345,000
TA stipends (6)	\$143,208
TA tuition (6)	\$193,200
PLA and GLA	\$116,480
Consumables	\$100,000
Insight Advising and peer tutors	\$50,000
Total	\$947,888

To reduce the number of new adjuncts, some departments chose to negotiate overload payments to current faculty in their departments.

The committee voiced a concern that only 25% of additional revenue was allocated to academic affairs. CFO Horan explained that \$3.6M total additional revenue included room/board revenues in addition to tuition. Some of the revenue will be used to cover the cost of additional student housing (Hampton Inn - \$550,000), meal plans (pass through expense) and a share of COVID testing (total cost 200K/week for all students, faculty and staff).

CFO Horan reported on best current estimates:

	Assumptions for AY2022 budget	Current status
Freshmen	1335	1417
Undergraduates*	4,845	4,956
Graduate credits	24,000	25,850
Total additional student contribution	0	\$3,600,000

*Institutional Research office reports current number of degree seeking undergraduates at 5,138.

4. Approval of Minutes

Amended minutes for Meeting #4 were approved.

5. Update from Fringe Benefits Committee (FBC)

Prof. Sarkis reported that FBC will likely take up discussions on contributions to 403B retirement plan this year. The committee will also review the status of the current health plan and undertake review of new proposed plans well before the commitments to our current health care plans expire.

6. Meetings in B-term

FAP will continue meeting at 4 pm on Mondays in B-term.

7. Adjournment

The meeting was adjourned at 5:08 PM.

Respectfully submitted,
 Tanja Dominko
 FAP Secretary