

Minutes of FAP Meeting #6 AY2020-21

September 7, 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), Mike Radzicki (Secretary), Jeff Solomon (Executive Vice President/CFO), Kris Sullivan (Associate Vice President for Academic Affairs)

Guest: Tanja Dominko (Secretary of the Faculty)

Call to Order. Chair Burnham called the 6th FAP meeting of the year to order at 3:00 PM.

- 1) **Approval of Minutes.** Chair Burnham suggested that the minutes of the 3rd (August 8, 2020) FAP meeting, which are still being formatted, be voted on electronically when ready, as they are fairly straightforward.
- 2) **Salary Benchmarking.** A brief discussion was held on whether the WPI administration is using the most recent data from the **Colleague and University Professional Association for Human Resources (CUPA-HR)** in its salary benchmarking process. Chair Burnham will contact the appropriate people to inquire.
- 3) **Update on the Budget.** CFO Solomon reported that WPI undergraduate tuition was coming in at a rate that is better than projected in the COVID-19 budget and similar to that was predicted in the pre-COVID-19 budget, but that room and board revenue was down. Indeed, CFO Solomon noted that the later revenue source may never return to its pre-COVID-19 levels. Graduate tuition was also coming in at a rate slightly higher than projected in the COVID-19 budget, although the budget assumed a 20% decline in credit hours. On the cost side, the university's expenses are much greater than normal due to the pandemic. For example, this year WPI is projected to spend \$7 million for COVID-19 testing. As a result of these headwinds, 90% of WPI's capital improvements, including deferred maintenance, have been put on hold. On the other hand, the university is currently running a slight budget surplus and is thus doing "OK." Things could change quickly however if, for example, all classes have to go on-line due to a significant spike in COVID-19 infections.
- 4) **Update on COVID-19.** CFO Solomon reported that, currently, most people are following the university's COVID-19 rules and WPI's infection numbers are quite low.
- 5) **Request to Faculty for AY2020-'21 FAP Topics.** Professor Pins inquired as to when FAP would ask the faculty to suggest topics for AY2020-'21. Chair Burnham indicated she would remind people that the closing date is Sept. 15, 2020.

6) **Announcements.** Chair Burnham made the following announcements:

- a) All FAP members have other commitments on Wednesday, September 9th and, as such, there will be no FAP representative at the APG meeting.
- b) Provost Wole Soboyejo, Dean Terri Camesano, and WPI Executive Director of Online and Professional Education Stacy Chiaramonte will attend FAP's September 14th meeting to discuss the state of WPI's on-line strategy.
- c) Dean Terri Camesano will attend FAP's October 5th meeting to discuss WPI's strategy for graduate student health insurance.

7) **Adjournment.** The meeting was adjourned at 4:00 PM.

Respectfully submitted.

Michael J. Radzicki

Secretary